ANNEXURE S

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 06/111 : CLINICAL MANAGER (OBSTETRICS AND GYNAECOLOGY) REF NO: COSH 03/2019

SALARY : R1 115 874 per annum, 22 % Rural Allowance, Commuted Overtime (conditions apply)

CENTRE : Church of Scotland Hospital

REQUIREMENTS : Senior Certificate/Matric or Grade 12, MBCHB Degree or equivalent qualification. Current registration with HPCSA as a Medical Practitioner. At least 5 years experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. Valid driver’s license code EB. NB Proof of experience endorsed and stamped by Human Resource. Knowledge of health legislation and policies at public institution. Communication and leadership skills. Sound knowledge and clinical skills. Ability to develop policies. Sound knowledge of Obstetrics and Gynaecology. Computer literacy, sound negotiation, planning, organizing, decision making and conflict management skills. Knowledge of ESMOE. Good team building and problem solver. Knowledge of medical disciplines and management skills, knowledge and experience in District Health System.

DUTIES : Management of Obstetrics and Gynaecology inpatients. Provide the management support and supervision to all medical officers in maternity ward and theatre. Support continuous professional development by information seminars and scheduling external meetings. Chair monthly perinatal and mortality in absence of the chairperson. Ensure provision of protocols and guidelines to doctors. Participate to quality improvement plans. Ensure continuous monitoring of perinatal and mortality meetings through clinical audits. Perform overtime when need arises. Provide an after hour emergency Obstetrics and Gynae services. Ensure the running Antenatal and Gyna Out Patient clinic. Manage the work in labour ward and Theatre. Participate in Academic activities of the Department and teaching of junior staff. Contribute to the running of the obstetrics services in the community referral clinics. Work as a part of team providing district hospital based Obstetrics and Gynaecology services under consultant guidance, support CHC and clinics referring to Obstetrics and Gynaecology department.

ENQUIRIES : Dr T.K Kabwe Tel No: 033 4931000 Ext. 4026

APPLICATIONS : Please forward/deliver applications quoting the reference number to the The Human Resource Department, Church of Scotland Hospital, R33 Dundee Main Road, Tugela Ferry, 3010, Postal Address: Private Bag X 502, Tugela Ferry, 3010

FOR ATTENTION : Mrs N.P Sithole

NOTE : Application must be submitted on the Application for Employment Form (Form Z.83) which is obtainable at any Government Department or from the website www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Comprehensive Curriculum Vitae, certified copies of Identity document, educational qualifications and professional registration certificates – not copies of certified copies. Persons with disabilities should feel free to apply for the posts. Applicants in possession of a foreign hority (SAQA) or other regulating bodies to their applications. None – RSA Citizens/Permanent Resident/Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks; security
clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. 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.

CLOSING DATE: 01 March 2019 (Late applications will not be accepted)

POST 06/112: MEDICAL SPECIALIST: CLINICAL HAEMATOLOGY SUBSPECIALIST
REF NO: MEDSPECHAEM/1/2019
Department: Clinical Haematology

SALARY:
Grade 1: R 1 051 368 per annum all-inclusive package (Excluding commuted overtime)
Grade 2: R 1 202 112 per annum all-inclusive package (excluding commuted overtime)
Grade 3: R 1 395 105 per annum all-inclusive package (excluding commuted overtime)

CENTRE:
Inkosi Albert Luthuli Central Hospital

REQUIREMENTS:
MBChB, Registration with HPCSA as a Medical Specialist or Haematopathologist. Current Registration with HPCSA as a subspecialist with a Certificate in Clinical Haematology. Grade 1: No experience required after registration with HPCSA as a sub-specialist in Clinical Haematology. Grade 2: Five (5) years appropriate experience as a Medical Specialist post registration with the HPCSA as a Sub-Specialist in Haematology. Grade 3: Ten (10) years appropriate experience as a Medical Specialist after registration with the HPCSA as a sub-specialist in Haematology. Knowledge, Skills, Training and Competencies Required: Appropriate specialist procedures and protocols with the field of expertise, Management Skills, Computer skills, Ability to work with a team, Cross cultural awareness, HR Management skills.

DUTIES:
To efficiently execute duties which support the aims and objectives of Department of Clinical Haematology. Daily ward rounds, attendance at specialist clinics and assisting with elective and medical procedures, including the Stem Cell Transplantation Unit. Liaise with other Metropolitan Hospitals and Medical School as and when necessary in consultation with the Head of Department. To provide specialist care for in patients and out patients in the Department of Clinical Haematology. To supervise the training of registrars and medical officers. To participate in the administrative responsibilities of the Department of Clinical Haematology. To participate and contribute to the education, training, research and outreach activities of the Department of Clinical Haematology. Assist with the setting of protocols for management of adult haematology patients. Assist with the development of clinical audit programmes in the hospital. Develop measures to ensure quality assurance for the adult Clinical Haematology unit.

ENQUIRIES:
Dr S Parasnath Tel No: 031 2401904

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. 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** : 01 March 2019

**POST 06/113** : MEDICAL SPECIALIST (ONCOLOGIST) – (GRADE 1, 2 AND 3) REF NO: GS 9/19 (X2 POSTS)

**Component** – Oncology

**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. Employee must 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. Employee must sign the commuted overtime contract form.
- **Grade 3**: R1 395 105 per annum 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. Employee must sign the commuted overtime contract form.

**CENTRE** : Greys Hospital

**REQUIREMENTS**

- MBChB or equivalent, FC Rad Onc (SA) and / or MMED Current Registration with HPCSA as a Specialist Oncologist Registrars who have completed their training may also apply – their appointment will be will be subject to final specialist registration with the Health Professions Council of South Africa.

  - **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 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. Knowledge, Skills, Training and Competency Required:

    - Sound knowledge of medical oncology, including appropriate and rational prescribing of chemotherapeutic agents and biologicals.
    - In-depth theoretical and practical understanding of radiotherapy including its prescription, contouring, plan evaluation and revision. Comprehensive understanding of palliative care and its application in oncology.
    - Good clinical decision-making and communication skills. Ability to undertake teaching and training of students and Staff as required.
    - Knowledge of basic ethical and academic research principles.
    - Detailed and accurate patient record-keeping. Administrative skills to ensure efficient running of a unit.
    - Good verbal and written communication skills.
    - Interpersonal skills - ability to communicate professionally with staff, students and patients; Conduct oneself in a professional manner at all times; display sound ethical values; apply. Strong work ethic and to work with commitment individually as well as within a team. Interest in conducting and supervising research.

**DUTIES**

- Control and management of clinical services as delegated by the Head Clinical Unit. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Conduct and oversee out-patient specialist clinics (both new and follow-up) and provide expert opinion where required. Participate in multi-disciplinary teams. Prescribe radiotherapy, contour volumes, evaluate and revise radiotherapy plans (definitive and palliative). Maintain satisfactory clinical, professional and ethical standards related to these services. Maintain necessary discipline over staff under his/her supervision. Provide supervision, teaching and mentorship to medical officers, registrars, nursing staff and radiotherapists. Play an active role in the departmental academic programme. Involvement in administration and management of the unit, including attendance of meetings, day-to-day administrative tasks and strategic planning. Assist with the maintenance of good clinical governance. Assist in the development of guidelines and
ENQUIRIES: Dr L. Stopforth Tel No: 033 – 8973222
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 9/19. 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). African Males are encouraged to apply.

CLOSING DATE: 01 March 2019
POST 06/114: DEPUTY MANAGER NURSING REF NO: COSH 01/2019

SALARY: R801 918 per annum (Inclusive Package). Other Benefit: 12% Rural Allowance
CENTRE: Church of Scotland Hospital
REQUIREMENTS: Senior Certificate / Matric or Grade 12PLUS Degree/Diploma in General Nursing and Midwifery. Current registration with SANC as a registered General nurse and midwife. Current registration with SANC (Receipt). Experience: A minimum of 9 years appropriate/recognizable experience after registration as a Professional Nurse with SANC in General Nursing, at least 4 years of the period referred to above must be appropriate/recognizable experience at management level. Proof of current and previous experience endorsed and stamped by Human Resource must be attached. Recommendation: Degree/Diploma in Nursing Administration, Valid driver’s licence Computer literacy (Ms Office: Word, Outlook, PowerPoint and Excel). Good interpersonal skills, sound communication / negotiation skills, conflict management skills, be analytical, E innovative, policy formulation skill, basic knowledge of Financial and HR policies and practices, display concern for excellence, in depth understanding of Nursing and related legislation.

DUTIES: Provide effective management and professional leadership by ensuring that the institution is well organized and full functional. Maintain high quality nursing care based on current legislation, standards, guidelines and scientific nursing principles. Execute duties and functions with proficiency in support of the aims and strategic objectives of the department. Give effect to clear and effective communication to relevant stakeholders allowing for efficiency in service delivery within a multidisciplinary approach. Ensure adherence to rules, regulations and procedures provided by the Department as well as relevant councils. Give expert advice to management on issues relating to nursing services. Promote primary health care approach by strengthening PHC components. Manage human resource in nursing components and ensure cost effectiveness. Be part of the strategic planning process in developing the vision, mission and strategic objectives of the institution. Maintain good relationship in nursing components. Ensure client satisfaction through quality services innovation and nursing care by upholding the principles of Batho Pele.

ENQUIRIES: Mrs B. Dlomo Tel No: 033 4931000 Ext. 4332
APPLICATIONS: Please forward/deliver applications quoting the reference number to the The Human Resource Department, Church of Scotland Hospital, R33 Dundee Main Road, Tugela Ferry, 3010, Postal Address: Private Bag X 502, Tugela Ferry, 3010
FOR ATTENTION: Mrs N.P Sithole
NOTE: Application must be submitted on the Application for Employment Form (Form Z.83) which is obtainable at any Government Department or from the website: www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Comprehensive Curriculum Vitae, certified copies of Identity document, educational qualifications and professional registration certificates – not copies of certified copies. Persons with disabilities should feel free to apply for the posts. Applicants in possession of a foreign degree (SAQA) or other regulating bodies to their applications. None – RSA Citizens/Permanent Resident/Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks; security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. 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.

CLOSING DATE: 01 March 2019 (Late applications will not be accepted)

POST 06/115: MEDICAL OFFICER GRADE 1, 2, 3 REF NO: COSH 04/2019 (X4 POSTS)

SALARY: Grade 1: R780 612 per annum
           Grade 2: R892 551 per annum
           Grade 3: 1 035 831 per annum
           (Inclusive package consists of 70% and 30% applicable rules, 22 % Rural Allowance and Commuted Overtime)

CENTRE: Church of Scotland Hospital

REQUIREMENTS: Grade 1: Senior Certificate/Matric or Grade 12. MBCHB Degree or equivalent qualification PLUS Current registration with HPCSA as a Medical Practitioner. Minimum of 1 year relevant experience after registration as a Medical Practitioner with recognized foreign health professional council in respect of foreign qualified employees of whom it is not required to perform community service, as required in South Africa. Grade 2: Senior Certificate/Matric or Grade 12. MBCHB degree or equivalent qualification plus current registration with HPCSA as a Medical Practitioner 5 years relevant experience after registration with HPCSA as a Medical Practitioner. 6 years relevant experience after registration with HPCSA as a Medical Practitioner if Foreign Qualified and do not require to perform community service. NB Proof of experience endorsed and stamped by Human Resource. Grade 3: MBCHB degree or equivalent qualification plus current registration with HPCSA as a Medical Practitioner, 10 years relevant experience after registration with HPCSA as a Medical Practitioner. 11 years relevant experience after registration with HPCSA as a Medical Practitioner if Foreign Qualified and do not require to perform community service. NB Proof of experience endorsed and stamped by Human Resource. Sound assessment, diagnostic and management skills, team work spirit. Sound knowledge of relevant ethical and medico-legal issues. Good communication skills (written and verbal) and problem solving skills. Good interpersonal skills. Sound management clinical and technical skill as expected. Ability to work under pressure. Knowledge of relevant Acts, Policies and Regulations of the Dept. of Health. Knowledge, understanding and implementation of Batho Pele Principles.

DUTIES: Provide quality patient care at all times. Examine, investigate, diagnose and oversee the treatment of patients. Assist in clinical audits and quality improvement programmes. Ensure the provision of safe, ethical and high quality medical care. Be part of the institutional strategic planning process. Assist with the development, maintaining and updating of clinical protocols. Manage medical & surgical emergencies. Be expected to participate on MMC camps. Provide after-hours medical services as per roster/ when needs arises. Manage performance of junior staff. Assist at the CHC when need arises.
ENQUIRIES: Dr T. Kabwe Tel No: (033) 4931000 Ext. 4026
APPLICATIONS: Please forward/deliver applications quoting the reference number to the The Human Resource Department, Church of Scotland Hospital, R33 Dundee Main Road, Tugela Ferry, 3010, Postal Address: Private Bag X 502, Tugela Ferry, 3010
FOR ATTENTION: Mrs N.P Sithole
NOTE: Application must be submitted on the Application for Employment Form (Form Z.83) which is obtainable at any Government Department or from the website- www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Comprehensive Curriculum Vitae, certified copies of identity document, educational qualifications and professional registration certificates – not copies of certified copies. Persons with disabilities should feel free to apply for the posts. Applicants in possession of a foreign hority (SAQA) or other regulating bodies to their applications. None – RSA Citizens/Permanent Resident/Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks; security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. 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.
CLOSING DATE: 01 March 2019 (Late applications will not be accepted)
POST 06/116: MEDICAL OFFICER: UROLOGY REF NO: MO URO/1/2019 (X2 POSTS)
Department: Urology
SALARY: Grade 1: R780 612per annum (All Inclusive Salary Package) excluding Commuted Overtime
Grade 2: R892 551per annum (All-inclusive Salary Package) excluding Commuted Overtime
Grade 3: R1 035 831 per annum (All-inclusive Salary Package) excluding Commuted Overtime
CENTRE: Inkosi Albert Luthuli Central Hospital
REQUIREMENTS: An appropriate qualification in the appropriate Health Science PLUS Current Registration with the Health Professions Council of South Africa as an independent medical practitioner. Completion of Community Service. Grade 1: No experience required from South African Qualified employees. One (1) year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Grade 2: Five (5) years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. Six (6) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Grade 3: Ten (10) years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. Eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Recommendation: Experience in Urology. FCS – 1A (Primary), ATLS, ACLS or PALS will be a distinct advantage. Knowledge Skills and Experience Required: Knowledge of operative and post-operative management of the surgical patient. Any training in the field of general surgery will be a distinct advantage Preference will be given to those who have completed some or all of their surgical training. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, planning, organising, leadership, decision-
making and interpersonal skills. Experience in Urology. Ability to assist the Urology staff in the smooth running of the Department. Ability to function in a multi-disciplinary setting.

**DUTIES**
Provide appropriate medical care to all urologic patients. Assist in teaching undergraduates. Attend all academic activities and teaching/training sessions in the department. Performance of after hour duties.

**ENQUIRIES**
Dr EH Abdel Goad Tel No: 031 2401179

**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. 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 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**
01 March 2019

**POST 06/117**
MEDICAL OFFICER: PAEDIATRIC SURGERY REF NO: MO PAEDSURG/1/2019 (X1 POST)
Department: Paediatric Surgery

**SALARY**
Grade 1: R780 612 per annum (All Inclusive Salary Package) excluding Commuted Overtime
Grade 2: R892 551 per annum (All-inclusive Salary Package) excluding Commuted Overtime
Grade 3: R1 035 831 per annum (All-inclusive Salary Package) excluding Commuted Overtime

**CENTRE**
Inkosi Albert Luthuli Central Hospital

**REQUIREMENTS**
MBCHB Degree. Current unrestricted registration with the Health Professions Council of South Africa as a Medical Practitioner. FCS Part I (primary exam) will be an advantage. At least 6 months post community service will be an advantage. **Grade 1**: No experience required after completion of Community Service however 6 months experience in surgery at MO level or above will be preferable. Appointment to grade 1 requires 1 year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2**: Five years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner of which at least 6 months must be in surgery at MO level or above. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3**: Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner of which at least 6 months must be in surgery at MO level or above. The appointment to Grade 3 requires a minimum of 11 years relevant experience after registration as a Medical Practitioner with a recognised foreign health
professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Skills, Knowledge, Training and Competency Required: Knowledge and skills in Surgery, Paediatric Surgery or Paediatrics. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills.

DUTIES: Assist with the provision and development of tertiary level Paediatric surgical care services as determined by the Head of Paediatric surgery at Inkosi Albert Luthuli Central Hospital. Participate in the delivery of Paediatric surgical services in Durban. Provision of outpatient services at Inkosi Albert Luthuli Central Hospital. Management of ward patients Inkosi Albert Luthuli Central Hospital. Provide initial resuscitative, peri-operative surgical care, operative surgical care and post-operative care of patients in the department of Paediatric surgery. Ensure that the scientific principles of Paediatric Surgical care are maintained. Ensure sound labour relations in compliance with relevant legislation while maintaining the interests of the patient. To participate in clinical audit programmes and research. To assist in outreach and teaching when required. Perform after hour work as required.

ENQUIRIES: Dr MH Sheik Gafoor Tel No: (+27)31-240 1579

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. 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: 01 March 2019

POST 06/118: MEDICAL OFFICER: RENAL REF NO: MO RENAL/1/2019 (X1 POST)

Department: Renal

SALARY: Grade 1: R780 612 per annum (All Inclusive Salary Package) excluding Commuted Overtime
Grade 2: R892 551 per annum (All-inclusive Salary Package) excluding Commuted Overtime
Grade 3: R1 035 831 per annum (All-inclusive Salary Package) excluding Commuted Overtime

CENTRE: Inkosi Albert Luthuli Central Hospital and DFR

REQUIREMENTS: Registration with the Health Professions Council of South Africa as a medical practitioner. Current registration as a Medical Practitioner with HPCSA. Senior Certificate. MBCHB degree. Appropriate qualification. Proof of completion of Community Service. Driver’s licence. Grade 1: No experience required. The appointment to grade 1 requires 1 year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: Five (5) years appropriate experience as a Medical Officer after Registration with HPCSA as
a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

**Knowledge Skills and Experience Required:** Sound clinical knowledge of Internal medicine with ability to manage medical emergencies. Knowledge of ethical medical practice. Ability to assess, diagnose and manage in-patients and out-patients in general nephrology, peritoneal dialysis, haemodialysis and renal transplantation.

**DUTIES:** Examination, diagnosis and management of patients. Performance of commuted overtime. Facilitation of staff training and on-going medical education. Participation in quality improvement imperatives (morbidity and mortality meetings, clinical audits). Performance of research. Contribution to the Department's academic programme. Be part of a multi-disciplinary team

**ENQUIRIES**

Dr. S Hariparshad Tel No: 031-240 1258

**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. 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:** 01 March 2019

**POST 06/119:** MEDICAL OFFICER REF NO: SAH 02/2019 (X3 POSTS)

**SALARY:**

| Grade 1: R780 612 per annum (All Inclusive Package) |
| Grade 2: R892 551 per annum (All-inclusive Package) |
| Grade 3: R1 035 831 per annum (All-inclusive Package) |

**CENTRE:** ST Andrews Hospital: Medical and Surgical

**REQUIREMENTS:**

**Grade 1:** Senior Certificate PLUS Appropriate qualification in Health Science-MBCHB PLUS Current registration with HPCSA as a Medical Practitioner or 1 year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Senior Certificate PLUS Appropriate qualification in Health Science-MBCHB PLUS Current registration with HPCSA as a Medical Practitioner plus 5 years experience after registration with the HPCSA as a Medical Practitioner or 6 years experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.
Community Service, as required in South Africa. **Grade 3**: Senior Certificate PLUS Appropriate qualification in Health Science-MBCHB PLUS Current registration with HPCSA as a Medical Practitioner plus 10 years experience after registration with the HPCSA as a Medical Practitioner or 11 years experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Skills**: Ability to diagnose and manage common medical and surgical problems including emergencies in the major clinical disciplines. Surgical and Anaesthetic skills. Sound knowledge and experience in the respective medical discipline. Sound knowledge of Human Resource Management, Information Management and Quality Assurance Programme. Knowledge of current health and public service legislation, regulations and policies. Sound Medical ethics and emphasis on budget control, epidemiology and statistics. Sound teaching and supervisory skills. Good communication and interpersonal skills.

**DUTIES**
Providing a holistic patient care, inclusive of preventive measures, treatment and rehabilitation. Assist with human resource development for medical staff. Conduct orientation and induction for new staff. Conduct continuous professional development by organizing information seminars. Ensuring correct patient management through the implementation of quality standards and practice and treatment protocols. Ensuring the development, maintenance and updating of clinical procedures. Ensuring effective utilization of all resources in the clinical field within the sphere of functioning. Provide Medical Services at the department appointed to. Clinical responsibilities including examine, investigate, diagnose and oversee that treatment of patients in the relevant department. Provide guidance, training, evaluation and mentorship of junior medical staff. Participate in community health programmes. Monitor the cost effectiveness of medical examinations with due regard of effective patient care, and ethical decision making. Assist in the evaluation of existing standards and effectiveness of health care. Assist with application of sound labour relations policy in accordance with relevant legislation and guidelines.

**ENQUIRIES**
Dr SK Lumeya
Tel No: 039-4331955 EXT 214

**APPLICATIONS**
Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

**FOR ATTENTION**
Human Resource Manager

**NOTE**
African Male and People with Disability may feel free to apply

**CLOSING DATE**
01 March 2019

**POST 06/120**
DEPUTY DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: DD: HRM/1/2019 (X1 POST)
Department: Human Resource Department

**SALARY**
R697 011 per annum (Level 11) (an all-inclusive remuneration package)

**CENTRE**
Inkosi Albert Luthuli Central Hospital

**REQUIREMENTS**
DUTIES: Manage all Human Resource components i.e. Human Resource Practices, Human Resource Planning and Development, Staff Relations and Employee Wellness and ensure provision of accessible and efficient services. Advise Managers on all aspects of Human Resource Management. Participate in the recruitment and selection of staff in different fields within the institution. Ensure adequate availability and efficient utilization of staff. Plan, monitor and control the use of budget and equipment allocated to Human Resource component. Participate in strategic and other planning processes within the institution. Develop Human Resource Policies that are in line with Human Resource strategies of the department and ensure the implementation thereof. Maintain discipline and deal with Labour Relations issues in terms of laid down policies and procedures. Identify training needs and ensure the implementation of suitable training programmes. Management of the day to day function of the HR Department in the institution to ensure the rendering of high quality HR services. Service on various committees such as Cash Flow, SMT, Hospital Board, etc. Provide Human Resource Management services in line with the requirements of National Core Standards/ Ideal Hospital.

ENQUIRIES: Dr LP Mtshali Tel No: 031 2401124

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. 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 due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE: 01 March 2019

POST 06/121: DEPUTY DIRECTOR: SYSTEMS REF NO: GS 8/19
Component: Systems Department

SALARY: R697 011 per annum (Level 11) (all inclusive remuneration package)

CENTRE: Greys Hospital, Pietermaritzburg


DUTIES: Monitor the provision of all hotel services and facilities by contractors in order to ensure contract adherence and highest level of quality. Manage the following areas to ensure optimal usage and cost effectiveness: Information
Technology, Cleaning Services, Catering Services, Maintenance Services, Gardening Services, Mortuary Services, Housekeeping, Security Services, Transport. Ensure that all Hospital Information Systems (Patient related and other) are maintained so as to provide reliable, valid timeous processing and information. Implement and monitor effective hospital policies, protocols, practices within the day to day operational areas. Ensure compliance with all statutory regulations and bylaws. Provide technical advice to the management team in respect of operations. Ensure that standby and emergency facilities are properly maintained. Ensure that an effective, up to date disaster and major incident management plan is maintained. Contribute as a member of multidisciplinary management team towards the effective management of the Hospital.

ENQUIRIES
: DR K B Bilenge Tel No: 033 897 3321
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 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 8/19. 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). African Males are encouraged to apply. All applicants who have previously applied should not re-apply.

CLOSING DATE
: 01 March 2019
POST 06/122
: ASSISTANT NURSING MANAGER (OBSTETRICS, PEADS & GYNEACOLOGY) REF NO: APP/01/2019

SALARY
: R581 826 - R654 840 per annum. Benefits: 13th cheque, medical aid (optional) and 8% rural allowance
CENTRE
: Appelsbosch Hospital
REQUIREMENTS
: Grade 12 qualification. Diploma /Degree in General Nursing or equivalent qualification that allows registration with SANC as Professional Nurse and Midwife. Registration with SANC as Professional Nurse. Proof of current SANC receipt (2019). Post Basic qualification in Advanced Midwifery and Neonatal Science. Experience: A minimum of 10 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/ recognizable experience in the specialty after obtaining the 1 year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. At least 3 years of the period referred to above must be appropriate/ recognizable experience at management level. Proof of current and previous experience endorsed and stamped by HR and Certificate of Service must be attached. Recommendation: Degree/Diploma in Nursing Administration. Proof of computer literacy. Unendorsed driver’s license. Knowledge & Skills: Knowledge of Nursing Care process and procedures, Nursing statutes, and other relevant legal frame works i.e. Nursing Act, Occupational Health and Safety Act, Patient’s Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure, Accountability and Responsibility. Good verbal, writing and communication skills. Facilitation skills. Co-ordination skills. Problem - solving skills. Ability to plan, organize and manage conflicts. Extensive
knowledge of National and Provincial policies and guidelines. Ability to lead a
team and to interact effectively with communication structures.

DUTIES: Co-ordinate of optimal, holistic specialized nursing care provided within set
standard and professional legal framework. Foster team spirit and commitment
among all categories of staff. Monitor and control human resource needs
utilization and development. Monitor and supervise staff performance in
maternity and paediatric wards. Deal with discipline, grievances and other
issues including monitoring and managing absenteeism. Manage effectively
and efficiently the utilization and supervision of all resources. Participate in the
analysis, formulation and implementation of policies, practices and
procedures. Establish and maintain constructive working relationship with
nursing and other stakeholders. Ensure that healthy and safe environment is
maintained. Monitor and control the quality of patient care. Indicate and
conduct audits. Attend CHIPP and PPP reviews and monitor implementation
of action plans. Ensure implementation of priority programmes. Compile
monthly and quarterly report.

ENQUIRIES: Mrs. MT Zondi Tel No: (032)2948000 ext. 261
APPLICATIONS: Human Resource Manager, P/Bag X 215, Ozwathini, 3242
FOR ATTENTION: Mrs. DZ Shabangu
NOTE: Equity Target: African Male
CLOSING DATE: 08 March 2019

POST 06/123: OPERATIONAL MANAGER SPECIALTY REF NO SAH 03/2019 (X1 POST)

SALARY: R532 449 per annum. Other Benefits: 13th cheque, 12 % rural allowance,
home owners allowance (employee must meet prescribed requirements)
CENTRE: ST Andrews Hospital: Casualty (Trauma & Medical Emergency)
REQUIREMENTS: Diploma / Degree in Nursing, Current registration with SANC as a General
Nurse and Midwife Plus 1 year post basic qualification in Trauma Nursing
Science or Critical Care Nursing. A minimum of 9 years appropriate /
recognisable experience in nursing after registration as a Professional Nurse
with the SANC in general nursing of which at least 5 years must be appropriate /
recognisable experience after obtaining the one year post basic qualification
in the relevant speciality. Knowledge, Skills and Competencies: Knowledge of
Nursing care processes and procedures, nursing statutes, and other relevant
legal frameworks. 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, Financial and budgetary knowledge pertaining
to the relevant resources under management. Insight into procedures and
policies pertaining to nursing care. Computer skills in basic programmes.

DUTIES: To plan, organize and monitor the objectives of the unit in the consultation with
subordinates. Provision of Quality Nursing Care through the implementation of
National core standards, policies and procedures coupled with supervision and
monitoring the implementation thereof. To provide a therapeutic environment
to staff, patients and the public. To effectively manage the utilization and
supervision of resources. Coordination of the provision of effective training and
research. Maintain professional growth / ethical standards and self-
development. Coordinate optimal, hostile, specialised nursing care with set
standards and within a professional / legal framework. Implementation and
management of Infection Control and Prevention Protocols. Maintain accurate
and complete patient records according to legal requirements. To participate
in quality improvement programmes and Clinical Audits. Maintain accurate
student and patient training. Monitor the implementation of EPMDS. Exercise
control over discipline, grievance and labour relation issues according to the
laid down policies and procedures. Identify, develop and control Risk
Management systems within the unit. Uphold the Batho Pele and Patients’
Rights Principles. Implementation of programmes for prevention. Detection
and treatment on non-communicable diseases and illnesses. Develop policies
and protocols to improve triaging and resuscitation techniques. Monitor and
improve emergency services rendered in the department.

ENQUIRIES: Mrs MR Singh Tel No: 039-4331955 EXT 211
APPLICATIONS: Should Be Forwarded: The Chief Executive Officer, St Andrews Hospital, Private Bag X1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION: Human Resource Manager

NOTE: African Male and People with Disability are encouraged to apply

CLOSING DATE: 01 March 2019

POST 06/124: OPERATIONAL MANAGER (PHC) GRADE1 REF NO: APP/02/2019

SALARY: R532 449 - R654 840 per annum. Benefits: 13th cheque, medical aid (optional) and 8% rural allowance

CENTRE: Bambanani Clinic

REQUIREMENTS: Grade 12 qualification. Degree/Diploma in General Nursing and Midwifery. A post basic qualification with a duration of at least 1 year in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care (PHC) accredited with SANC. Proof of current registration with SANC (2019 receipt). Experience: 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 referred to above must be appropriate/recognizable experience after obtaining the 1-year post-basic qualification in PHC. Proof of previous and current work experience endorsed and stamped by Human Resource department. Certificate of Service. Code 8 or 10 Driver’s License. Knowledge & Skills: Ability to interact with diverse stakeholders and health care users and givers. Good verbal, writing and communication skills. Facilitation and co-ordination skills. Problem-solving skills. Ability to plan, organise and manage conflicts. Basic financial and management skills, knowledge of human resource management, personal attitude, responsive, professionalism, supportive, assertive and team player role leadership and supervisory skills.

DUTIES: Assist in planning, organising and monitoring of objective of the facility. Manage all resources within the unit effectively and efficiently to ensure optimum service. Ability to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care. Monitor provision of quality comprehensive service delivery at emergency room. Participate actively in Operation Sukuma Sakhe Programme. Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, community and multidisciplinary team. Monitor safe patient service and improve client satisfaction. Participate in the attainment of National Core Standards. Contribute to the realisation of Ideal Clinic (ICRM) status. Participate in the analysis of and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate an understanding of Human Resource and Financial Management Policies and procedure. Monitor and evaluate the care and management of all patients through clinical audits. Ability to supervise Medical and surgical emergencies and refer appropriately. Supervise and monitor implementation of PHC Re-Engineering. Monitor implementation and performance on indicators on daily, weekly and monthly basis. Provide feedback to management. Analyse data and draw up quality improvement plan and implementation plan. Exercise control of discipline and any other labour related issues in terms of laid down procedures. Ensure complaint management is functional in the clinic. Ensure functionality of the clinic committee programme so that community involvement and participation is achieved. Conduct Clinic Open days. Monitor and evaluate HR performance through EPMD for all relevant staff.

ENQUIRIES: Mr M Zele Tel No: (032) 2948000 ext. 103

APPLICATIONS: Human Resource Manager, P/Bag X 215, Ozwathini, 3242

FOR ATTENTION: Mrs DZ Shabangu

NOTE: Equity Target: African Male

CLOSING DATE: 08 March 2019
POST 06/125  : ASSISTANT MANAGER NURSING (MONITORING & EVALUATION) REF NO: COSH 05/2019

SALARY  : R532 449 per annum PLUS 13th Cheque, 12 Rural Allowance, Medical Aid (Optional) and Housing Allowance

CENTRE : Church of Scotland Hospital

REQUIREMENTS : Senior Certificate / Matric or Grade 12 PLUS Degree/Diploma in General Nursing and Midwifery. Current registration with SANC as a registered General Nurse and midwife. A minimum of 8 years appropriate/recognizable experience after registration as a Professional Nurse, at least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Current registration with SANC (Receipt). Computer literacy (Ms Office: Word, Outlook, PowerPoint and Excel). Valid driver’s licence EB. Proof of current and previous experience endorsed and stamped by Human Resource must be attached. Recommendation: Degree/Diploma in Nursing Management. Leadership, management, planning, organizing and co-ordination skills, knowledge of relevant Acts, prescripts, policies and procedures governing health care service delivery, specially medical and surgical. Sound understanding of relevant legislation, Acts, Policies and Procedures. Knowledge of EPMDS and National Core Standards, Regulations, Labour Relations Act and PFMA. Good communication, interpersonal, decision-making, problem-solving facilitation, mentorship, supervisory and change management skills. Ability to analyse and negotiate. Information and data management skills.

DUTIES : Develop processes to ensure user friendly and measurable performance indicators that are timeously defined for the assessment of institutional performance against stated strategic/service transformation objectives as well as policy and programme interventions aimed at improving the health status of the population. Develop policies for the institution and monitor implementation. Monitor implementation of all the plans of the institution and ensure progress reports are submitted timeously. Administer and facilitate the implementation of an integrated Monitoring and Evaluation Framework. System to be fully aligned to national, provincial, district and departmental performance reporting requirements. Ensure that improvements plans are done on time. Ensure that there is provision of optimal, holistic, specialized nursing care with set standards and target and within a professional/legal framework. Consult and collaborate with multi-disciplinary health teams, organizations and special interest groups. Monitor, evaluate and report on delivery of quality care at the institution including clinical care, waiting times and client experiences. Participate and represent the sub district at various forums. Utilize information technology (IT) and other management information systems to manage information for the enhancement of service delivery. Maintain the quality of data and information in documentary and electronic systems. Evaluate the content of minimum program data set and utilize it to compare interventions and outcomes. Analyse and interpret programme information to evaluate the quality and cost effectiveness of the health care delivery approaches. Implement fair labour practices. Administer evidence-based monitoring and evaluation system at the hospital. Utilize analysed data to assist during decision–making. Develop good working relationships within the department and with other stakeholders. Facilitate facility performance reviews including implementation of the year plan. Monitor performance against set indicators and targets. Conduct staff meetings such as performance and information reviews to disseminate information on performance against set indicators and targets. Ensure the efficient and effective utilization of allocated resources to the component.

ENQUIRIES : Mrs B. Dlomo Tel No: 033 4931000 Ext. 4332

APPLICATIONS : Please forward/deliver applications quoting the reference number to the The Human Resource Department, Church of Scotland Hospital, R33 Dundee Main Road, Tugela Ferry, 3010, Postal Address: Private Bag X 502, Tugela Ferry, 3010

FOR ATTENTION : Mrs N.P Sithole
NOTE: Application must be submitted on the Application for Employment Form (Form Z.83) which is obtainable at any Government Department or from the website www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Comprehensive Curriculum Vitae, certified copies of Identity document, educational qualifications and professional registration certificates – not copies of certified copies. Persons with disabilities should feel free to apply for the posts. Applicants in possession of a foreign hoity (SAQA) or other regulating bodies to their applications. None – RSA Citizens/Permanent Resident/Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks; security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. 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.

CLOSING DATE: 01 March 2019 (Late applications will not be accepted)

POST 06/126: OPERATIONAL MANAGER NURSING: SPECIALTY NURSING STREAM PN-B3- TRAUMA REF NO: OPMAN (SPEC NURS) TRAUMA UNIT/1/2019

Department: Trauma Unit

SALARY: R532 449 per annum plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional

CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS: Degree/Diploma in General Nursing (R425 qualification or equivalent) plus 1 year post basic qualification (R212) as required above. Current registration with SANC as General Nurse and Midwife and in required field as indicated above. A minimum of 9 years appropriate recognisable experience in nursing after registration as a Professional Nurse with the SANC in General nursing is required. At least 5 years of this period must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post- basic qualification in the Trauma Nursing speciality. Knowledge, Skills, Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations; displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs and expectations. Demonstrate ability to provide support and guidance within the unit. Basic understanding of HR and Financial policies and practices. Demonstrate working knowledge of the hospital information system to enhance quality in the service delivery Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organise own work, time and that of support personnel to ensure proper nursing care in the unit.

DUTIES: Work as part of a multi-disciplinary team to ensure good nursing care. Ensure cost -effective, equitable and efficient high quality patient care. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the legislative framework and National Core Standards. Ensures compliance with ideal hospitals project. Perform duties within the ambit of legal framework as required. Ensure compliance to professional and ethical practice. Work effectively and amicably at supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Perform duties as delegated by the supervisor and relief duties of the assistant nurse manager’s office as requested.

ENQUIRIES: Miss 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
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 : 01 March 2019

POST 06/127 : OPERATIONAL MANAGER: PRIMARY HEALTH CARE STREAM REF NO: UMG01/01/19
Component: Richmond Clinic

SALARY : R532 449 – 599274 per annum PLUS 8% Rural allowance. Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional. (Employee must meet prescribed conditions)

CENTRE : Umgungundlovu District Office

REQUIREMENTS : Diploma/Degree in General Nursing and Midwifery plus one year diploma in PHC. Current Registration with SANC as general Nurse and Primary Health Care Nurse. A minimum of 9 years recognizable nursing experience after registration as professional nurse with SANC in General Nursing of which 5 Years must be recognizable experience after obtaining one year post basic qualification in primary Health Care. Computer literacy with a proficiency in MS Office Software applications. Code 8 Drivers licence. Proof of current and previous work experience endorsed by the employer must be attached. Knowledge, Skills, Training and Competencies Required: Demonstrate understanding of Nursing legislation and related legal and ethical nursing practices within Primary Health Care environment, demonstrate a basic understanding of HR and financial policies and practice. Good communication skills. Good interpersonal skills. Team building and supervisory skills.

DUTIES : Assist in planning, organising and monitoring of objectives of the specialised unit. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Ability to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including. Monitor Provision of quality comprehensive service delivery at emergency unit. Participate actively in Operation Sukuma Sakhe programme. Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, community and multidisciplinary team. Monitor safe patient service and improve client satisfaction. Participate in the attainment of National Core Standards. Contribute to the realization of Ideal Clinic (ICRM) status. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate an understanding of Human Resource and Financial Management Policies and procedures. Monitor and evaluate the care and management of all patients through clinical audits. Ability to supervise Medical and Surgical emergencies and refer appropriately. Monitor implementation of PHC Re-Engineering. Monitor implementation and performance on indicators on daily, weekly and monthly basis; provide
feedback to management, analyse data and draw up quality improvement plan and implementation plan. Exercise control of discipline and any other Labour Related issues in terms of laid down procedures. Ensure compliant management is functional in the Clinic. Ensure functionality of the Clinic committee programme so that community involvement and participation is achieved.

ENQUIRIES : Mrs NA Mbana Tel No: 033 395 4340
APPLICATIONS : All applications should be forwarded to: The District Director, Umgungundlovu Health District, Private Bag X 9124, Pietermaritzburg, 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street)
FOR ATTENTION : Human Resource Department
CLOSING DATE : 01 March 2019
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 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. 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. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. Preference will be given to African males.

POST 06/128 : ASSISTANT MANAGER NURSING GENERAL: M&E REF NO: REFERENGN 02/2019

SALARY : R532 449 per annum Plus Other Benefits, 13th Cheque, rural allowance 12%, medical aid optional and housing allowance. Must meet prescribed requirement

CENTRE : Greytown Hospital

REQUIREMENTS : senior certificate (Grade 12) Diploma /Degree in general nursing and midwifery. Current registration with SANC as a general nurse and midwife for 2019. A minimum of 8 years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing and midwifery. At least three (3) Of the period mentioned above must be experience at management /program level. Computer literacy (Ms. Office, word, outlook, PowerPoint and excel), valid driver’s License. A certificate of service endorsed by Human Resource Department as a Proof of experience must be included. Knowledge skills and competencies required for the post. Knowledge of the legislative, policy and M&E framework informing health Service delivery. Knowledge of legislation and planning framework, hospital quality Assurance, infection prevention control practices, Health facility functions and operation. Understand HR policies and practices and staff relations and financial management. Knowledge of DHMIS Policy, SOP and relevant information system, knowledge of Information and data management, knowledge of monitoring and evaluation and Ability to critically analyse complex information and to interpret that in relation to Performance, health outcomes relevant to institution and performance reports. Strong leadership and management skills, planning and organizational skills, project management skills, decision making skills and problem solving skills and communication Skills, report writing skills, ability to work independently and under pressure, ability to compile concise reports.

DUTIES : Strengthen integrated planning and monitoring functions within the Institution, coordinate development and review of all institution plans. Administer
Evidence-based monitoring and evaluation system in the institution within the provincial M&E framework, including monitoring of research activities within the institution, ensure monitoring and evaluation of clinical care including the health service effectiveness and report thereof. Monitor, evaluate and report on delivery of quality care at the institution including clinical care, waiting times and client experiences, facilitate integration streamlining and management of various priority programs including quality improvement initiatives, ICRM and IHRM. Ensure the efficient and effective utilization of resources allocated to the component, inclusive of the development of staff, strengthen data quality management system to achieve qualified audit, monitor the performance of the institution and advise on early warning signs, facilitate performance reviews including implementation of the year plan. Facilitate compliance with policies and Legislations governing healthcare, such as PME framework, DHIMS, Ideal Hospital framework, etc. implement fair labor practices.

**ENQUIRIES**: Ms KJ Mngadi Tel No: 033 4139 405
**APPLICATIONS**: applications should be forwarded to: Human Resource Manager, Private Bag X 5562, Greytown, 3250
**FOR ATTENTION**: Mr LP Ntombela
**CLOSING DATE**: 01 March 2019

**POST 06/129**: CLINICAL PROGRAMME COORDINATOR REF NO: UGU DO 02/2019
Component: Chronic Diseases, Geriatrics & Eye Care

**SALARY**: R420 318 per annum (Level 09)
**CENTRE**: Ugu Health District Office

**DUTIES**: Monitoring and evaluation of the implementation of the Chronic Diseases, Geriatrics and Eye Care programmes. Initiate the district plan for Chronic Diseases, Geriatrics and Eye Care with targets. Monitor and control the utilization of budget allocated for the programme. Coordinate and support programme development through training to ensure implementation. Plan, organize and conduct community rallies and events that convey health messages and practices which support health programme strategies. Ensure that clinical strategies to manage chronic health conditions contained under the health programmes are implemented in all Institutions. Network with other provincial departments, NOG’s & the Municipality to maintain a referral service to community members. Analyze emerging chronic health practices and trends and introduce remedial action in conjunction with health care specialists.

**ENQUIRIES**: Mrs P.P. Fica Tel No: 039 – 688 3000
**APPLICATIONS**: Application to be forward to: The Human Resource Manager, Ugu Health District Office, Private Bag X735, Port Shepstone, 4240
**FOR ATTENTION**: Mrs T. Madlala
**CLOSING DATE**: 01 March 2019
POST 06/130 : CLINICAL PROGRAMME COORDINATOR REF NO: UGU DO 01/2019
Component: TB Control

SALARY : R420 318 per annum
CENTRE : Ugu Health District Office

DUTIES : Coordinate and facilitate planning for TB programme in the district. Monitor the implementation of strategies contained in the health programme plan. Oversee the reporting of notifiable Medical Condition by all Institutions and TB control programme in the district. Liaison with government and NGO’s on issues relating to TB control programme. Ensure good working relations with all role players and relevant stake holders. Analyze emerging health practices and trends and introduce remedial action in conjunction with heath care specialist. Participate in Operation Sukuma Sakhe Programmes. Participate in nerve centre meetings. Provide support and mentoring to facilities within the district.

ENQUIRIES : Mrs P.P. Fica Tel No: 039 – 688 3000
APPLICATIONS : Application to be forward to: The Human Resource Manager, Ugu Health District Office, Private Bag X735, Port Shepstone, 4240
FOR ATTENTION : Mrs T. Madlala
CLOSING DATE : 01 March 2019

POST 06/131 : ULTRASOUND RADIOGRAPHER GRADE 1, 2, 3 REF NO: NDH 04/2019
Cluster: Medical Department

SALARY : Grade1: R374 364 per annum
Grade 2: R440 982 per annum
Grade 3: R519 456 per annum
Other Benefits: 13th cheque Medical Aid (optional) Housing Allowance (employee must meet prescribed requirements)

CENTRE : Northdale Hospital: Pietermaritzburg
REQUIREMENTS : Senior certificate/Grade 12. National Diploma/Degree in Ultrasound PLUS, Registration Certificate with Health Professions Council South Africa (HPCSA) in the category Independent Practice: Ultrasound. Current registration with HPCSA as an ultrasound radiographer (2018-2019) in the category Independent Practice: Ultrasound. Grade 1: Four (4) years appropriate experience after registration with HPCSA as a Diagnostic Radiographer. Grade 2: Minimum of 14 years relevant experience after registration with HPCSA of which 10 years must be after registration in Ultrasound. Grade 3: Minimum of 24 years relevant experience after registration with HPCSA of which 20 years must be after registration in Ultrasound. Applicants with four (4) year Radiography Speciality qualification (not in possession of Diagnostic Radiography qualification) who do not have experience as a Diagnostic radiographer may apply and will be appointed as a Diagnostic Radiographer. Knowledge, Skills, Training and Competencies Required: Sound knowledge of obstetrics and Gynaecology ultrasound. Sound knowledge of general ultrasound scans. Sound knowledge of Ultrasound procedures and protocols, Sound report writing and administrative skills. Computer literacy. Knowledge
of relevant Health and Safety Policies, Regulations and Acts. Able to work autonomously. Sound communication, problem solving, teaching and training skills. Good interpersonal relations and ability to perform well within a team.

**DUTIES**

- Provision of high quality ultrasound services according to patients needs.
- Execute all ultrasound procedures competently to prevent complications.
- Perform general administrative duties as required. Provide guidance and supervision to junior staff and students. Promote Batho Pele in execution of all duties for effective service delivery. Inspect and utilize equipment professionally to ensure that they comply with safety regulations. Give factual information to patients and clients on ultrasound. Promote good health practices and ensure optimal patient care. Compile report and memos as required in the working environment. Participate in Ultrasound quality improvement programs and compliance with National Core Standards. Participate in developing protocols to ensure that sonographic services comply with the required prescripts. Participate in continued professional development (CPD).

**ENQUIRIES**

R Bedford Tel No: 033 387 6459

**APPLICATIONS**

All applications should be forwarded to: Human Resources Department
Northdale Hospital, Private Bag X 9006, Pietermaritzburg, 3200

**FOR ATTENTION**

Dr Mag Molla

**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 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. 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.

**CLOSING DATE**

01 March 2019

**POST 06/132**

**PROFESSIONAL NURSE: SPECIALTY NURSING STREAM
(OPHTHALMOLOGY X1 POST, CRITICAL CARE X1 POST) REF NO: PN (SPEC NURS) OPTHAL & CRITCARE /1/2019 (X2 POSTS)**

Department: Ophthalmology and Critical Care

**SALARY**

- Grade 1: R362 559 per annum
- Grade 2: R445 917 per annum

Other Benefits: 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 1 year post basic qualification in the relevant speciality. Ophthalmology x 1 and Critical Care x 1. Current registration with SANC as General Nurse and relevant specialty. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Registration as Midwife will be a recommendation. **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. **Grade 2:** Experience: A minimum of 14 years
appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific Speciality after obtaining the 1 year post basic qualification in the relevant speciality. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient’s needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

DUTIES: Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH. Internal rotation of staff within the relevant speciality will be exercised according to patients need. Night duty will apply. Act as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area.

ENQUIRIES: Mrs NO Mkhize Tel No: (031) 240 1063
APPLICATONS: 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. 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: 01 March 2019
POST 06/133: PROFESSIONAL NURSE: SPECIALTY NURSING STREAM: THEATRE REF NO: PN (SPEC NURS) THEATRE /1/2019 (X11 POSTS)
Department: Theatre

SALARY: Grade 1: R362 559 per annum
Grade 2: R445 917 per annum
Other Benefits: 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 DOTT. Current registration with SANC as General Nurse and relevant speciality. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. Grade 2: Experience: A minimum of 14 years appropriate/recognisable experience in Nursing after registration as
Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific Speciality after obtaining the 1 year post basic qualification in the relevant speciality. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient’s needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

**DUTIES**: Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH. Internal rotation of staff within the relevant speciality and night duty will be exercised according to patients need. Act as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area.

**ENQUIRIES** : Mrs 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. 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** : 01 March 2019

**POST 06/134** : PROFESSIONAL NURSE- SPECIALTY: PRIMARY HEALTH CARE STREAM REF NO: UMG01/04/19
Component: Caluza Clinic

**SALARY** : Grade 1: R362 559 – R420 318 per annum PLUS 8% rural allowance
Grade 2: R445 917 – R548 436 per annum Plus 8% rural allowance
Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional
[Employee must meet prescribed conditions

**CENTRE** : Umgungundlovu Health District

**REQUIREMENTS** : Minimum Requirements: Senior Certificate or equivalent Degree/Diploma in General Nursing plus One (1) year post basic qualification in Trauma and Emergency Nursing. Current registration with SANC as General Nurse and relevant specialty (2019 receipt) Minimum of 4 years appropriate/recognizable registration experience as General Nurse and 1 year in the Speciality. **Grade 1**: Experience: A minimum of 4 years appropriate/recognizable experience as a General Nurse and 1 year in the Speciality. **Grade 2**: Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration
as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the one year post basic qualification in the relevant Speciality. Proof of current and previous work experience endorsed by the employer must be attached. Knowledge, Skills, Training and Competencies Required: Demonstrate understanding of Nursing legislation and related legal and ethical nursing practices within Primary Health Care environment, demonstrate a basic understanding of HR and financial policies and practice. Good communication skills. Good interpersonal skills. Team building and supervisory skills.

**DUTIES**

Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a primary health care facility. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Work as part of the multi-disciplinary team to ensure good nursing care at primary health care level. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patients’ needs and expectations according to Batho Pele Principles. Promote quality of nursing care as directed by standards at primary health care facilities. Diagnose and manage obstetric emergencies in the absence of a doctor i.e. Eclampsia, APH etc. Identify high risk clients during ante-partum and post-partum periods manage them or refer them according to policy. Develop mission and vision and objectives for obstetric unit. Develop, implement and review obstetric policies and procedures. Facilitate facility perinatal Mortality review or meetings. Know South African Nursing Council rules and regulations pertaining to obstetrics. The incumbent will be expected to work overtime and extended hours.

**ENQUIRIES**

Mrs NM Ngubane Tel No: 033 395 4330

**APPLICATIONS**

All applications should be forwarded to: The District Director Umgungundlovu Health District, Private Bag X 9124, Pietermaritzburg, 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street)

**FOR ATTENTION**

Human Resource Practices

**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 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. 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. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. Preference will be given to African males

**CLOSING DATE**

01 March 2019

**POST 06/135**

**CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE STREAM**

Component: Caluza Clinic

**SALARY**

Grade 1: R362 559 – R420 318 per annum PLUS 8% rural allowance
Grade 2: R445 917 – R548 436 per annum Plus 8% rural allowance
Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional

**CENTRE**

Umgungundlovu Health District:
**REQUIREMENTS**

**Grade 1:** grade 12 (National Senior Certificate), Degree/Diploma in General Nursing and Midwifery 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Registration with SANC as General Nurse, Midwife and Primary Health Care. A minimum of 4 years appropriate/recognizable experience as a General Nurse. **Grade 2:** Matric grade 12 (National Senior Certificate) Degree/Diploma in Nursing Science and Midwifery Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus; Current registration with SANC as General Nurse with Midwifery plus Clinical Nursing Science, Health Assessment, Treatment and Care (PHC)plus; A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years must be appropriate/recognizable PHC experience after obtaining a one year basic qualification in Primary Health Care. Proof of current and previous work experience endorsed by the employer must be attached. Knowledge, Skills, Training and Competencies Required: Demonstrate understanding of Nursing legislation and related legal and ethical nursing practices within Primary Health Care environment, demonstrate a basic understanding of HR and financial policies and practice. Good communication skills. Good interpersonal skills. Team building and supervisory skills.

**DUTIES**

Provide quality comprehensive Primary Health care by promoting preventative, curative and rehabilitative services for the clients and community. Administrative service such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Work effectively, cooperatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patients' needs and expectations according to Batho Pele Principles. Promote quality of nursing care as directed by standards at Primary Health Care facilities. The incumbent will be expected to work overtime and extended hours.

**ENQUIRIES**

MRS NM Ngubane Tel No: 033 395 4330

**APPLICATIONS**

All applications should be forwarded to: The District Director, Umgungundlovu Health District, Private Bag X 9124, Pietermaritzburg, 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street)

**FOR ATTENTION**

Human Resource Practices

**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 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. 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. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. Preference will be given to African males.

**CLOSING DATE**

01 March 2019
POST 06/136 : PROFESSIONAL NURSE SPECIALTY GRADE 1 MATERNITY REF NO: GTN 13/2019 (X3 POSTS)

SALARY : R362 559 per annum Plus Other Benefits, 13th Cheque, rural allowance 12%, medical aid optional and housing allowance Must meet prescribed requirement

CENTRE REQUIREMENTS : Greytown Hospital

senior certificate (Grade 12) Diploma /Degree in general nursing and registration Midwife/ Accoucher with SANC. Registration with S.A.N.C. as a General Nurse and Specialty Nurse (Advanced midwifery and neonatal nursing science). One year Post-Basic registration Degree/Diploma in relevant specialty plus 4 years Appropriate/recognizable experience as a General Nurse. Proof of current registration with SANC (2019 receipt). Attach Proof of previous and / or current employment verified, signed and stamped by HR Department /Employer. Knowledge and insight into nursing care procedures and processes, nursing statutes, other relevant legal frameworks and MCWH Programmes. Good communication skills-verbal and written. Co-ordination and liaison skills. Problem solving and decision making skills. Leadership and managerial skills.

DUTIES : Assist in planning/organizing and monitoring of objectives of the specialized unit. Proper implementation and monitoring of MNCWH programmes e.g. CARMMA, HBB Effective monitoring and management of complicated cases using the essential steps in the management of obstetrical emergencies. Assist in conducting training within the department e.g HBB/ESMOE drills. Partake in clinical record audits and assist in the formulation and implementation of quality improvement plans. To deputize the Operational manager and assist with relief duties when the need arises. Assist with allocation/ change list, day and night duty rosters and inputs for leave. To act as shift –leader on both day and night shift. To assist in EPMDS evaluation of staff and implement EAP. Ensure meticulous data management and proper record-keeping to improve data quality. Maintain accurate and complete patients records. Assist in orientation, induction and mentoring of all nursing staff especially junior midwives and students. Provide direct and indirect supervision of all nursing staff housekeeping staff and give the guidance. Demonstrate effective communication with patients, families and with the multi-disciplinary team as well as other departments within the hospital. Provide a therapeutic for staff, patients and the public. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant speciality. Effective participation in all other health related programmes e.g IPC, Quality and Health and safety. Effective and efficient management of all resources allocated to MNCW.

ENQUIRIES : Ms PPL Nkala Tel No: 033 4139 41

APPLICATIONS : applications should be forwarded to: Human Resource Manager, Private Bag X 5562, Greytown, 3250

FOR ATTENTION : Mr LP Ntombela

CLOSING DATE : 01 March 2019

POST 06/137 : PROFESSIONAL NURSE – (SPECIALTY) THEATRE REF NO: PNT 01 /2019 (X1 POST)

Directorate: Dundee Hospital

SALARY : R362 559 per annum (13% cheque, housing allowance (employee must meet prescribed requirements) medical aid (optional) 12% rural allowance

CENTRE REQUIREMENTS : Dundee Hospital

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 (2019). 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, counselling 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.

**DUTIES**

Provision of optimal, holist 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 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**

It is the department's intention to promote equity through filling of all numeric targets as contained in the Employment Equity Plan to facilitate this process successfully, an indication of race, gender and disability status is required. NB: (Employment Equity Plan: African Male)

**CLOSING DATE**

01 March 2019

**SALARY**

Grade 1: R362 559 - R420 318 per annum
Grade 2: R445 917 – R548 436 per annum
Other benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance: Prescribed requirements to be met, Inhospitable Area Allowance: 8%

**CENTRE**

Dannhauser Community Health Centre

**REQUIREMENTS**

Standard 10 or Grade 12. Proof of current registration with SANC (2019). Diploma/Degree in General Nursing PLUS Midwifery; PLUS One year post-basic Advanced Midwifery qualification accredited with SANC. **Grade 1:** Minimum of 4 years appropriate/recognizable experience in nursing after Registration as Professional Nurse with SANC. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after Registration as a Professional Nurse with SANC in General Nurse. At least 10 years of the period referred to the above must be appropriate /recognizable experience in the specific specialty after obtaining the 1 year post- basic qualification in Advanced Midwifery. Registration with South African Nursing Council as the General Nurse and Midwife. All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer / s prior to the date of the interview.

**DUTIES**

Provisions of quality patient care through setting of standards, policies and procedures. To provide nursing care that lead to improved service delivery by upholding Batho Pele principles and Patient's rights. Ensure and advocate for the provision and supervision of patient's needs. Improve perinatal mortality and morbidity through implementation of priority programmes; e.g. Provide and manage all resources within the unit cost affectively and ensure optimum service delivery. Provided quality nursing care for patient with obstetric emergencies. Through implementation of infection Control and Prevention, Occupational Health and Safety Act and prevention of medico/legal risks. Create and maintain complete and accurate patients records and registers. Ensure the provision of accurate statistical information for data management.
Assist in the Implementation of National Core Standards and involved in campaigns. Promote women’s mother and child health. Advocate for the Nursing Profession by promoting Professionalism and Nursing Ethics.

ENQUIRIES: Mrs. M Ntseki Tel No: 034-621 6119
APPLICATIONS: All applications should be forwarded to: The Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivered to Dannhauser Community Health Centre; No 7, Durnacol Road; Dannhauser; 3080
FOR ATTENTION: Mrs DBP Buthelezi
NOTE: Applications must be submitted on the prescribed application for Employment from (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. NB: 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 appointments is received within 3 months after closing Date, they must accept that their applications were unsuccessful. Applicants in possession of foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their Applications. Non-RSA Citizen/Permanent Residents/Work Permit holders must submit documentary proof together with their applications. Preference will be given to Indian females and Indian males

CLOSING DATE: 01 March 2019
POST 06/139: CLINICAL NURSE PRACTITIONER REF NO: SAHHCLIN 01/2019

SALARY: Grade 1: R362 559 per annum
Grade 2: R445 917 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements, Medical Aid (Optional)

CENTRE: St Andrew’s Hospital Harding Clinic
REQUIREMENTS: Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. Grade 1: Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional nurse with SANC in general nursing. Grade 2: Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills and Competencies: Knowledge of nursing care and processes and procedures, Basic knowledge of Public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness.

DUTIES: To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement
standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports, intervention and keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources.

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POST 06/141: PROFESSIONAL NURSE SPECIALTY: ADVANCED MIDWIFERY REF NO SAHELIM 03/2019 (X1 POST)

SALARY:
Grade 1: R362 559 per annum
Grade 2: R445 917 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements, Medical Aid (Optional)

CENTRE:
ST Andrew’s Hospital: Elim Clinic

REQUIREMENTS:
Grade 1: Diploma/ Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. A minimum of 4 years appropriate recognizable experience in nursing after registration with SANC in general nursing and midwifery. Current registration with SANC as a General Nurse and Advanced Midwifery and Neonatal Nursing Science.

Grade 2: Diploma/ Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. A minimum of 14 years appropriate recognizable experience in nursing after registration with SANC in general nursing and midwifery. At least 10 years of the period mentioned above must be recognizable experience in the specific specialty, after obtaining the one year post basic qualification in the relevant specialty. Current registration with SANC as a General Nurse, Midwifery and Advanced Midwifery and Neonatal Nursing Science.

Skills:

DUTIES:
Must be able to handle obstetric and emergencies and high risk conditions. To execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. To participate in quality improvement programmes and clinical audits. Uphold Batho Pele and patients rights principles. Provide a safe, therapeutic environment as laid down by the Nursing act. Maintain accurate and complete patient records according to legal requirements. Exercise control over discipline, grievance and labour relations issues. Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols. Assist with performance reviews i.e. EPMDS as well as student progress reports. Analyse reports and utilize the information to improve the health status of women. Endure the implementation of saving mothers, saving babies recommendation. Ensure the implementation of Antenatal and post natal policy including PMTCT.

ENQUIRIES:
Mrs VV Ncume Tel No: 039-4331955 EXT 286

APPLICATIONS:
should be forwarded: The Chief Executive Officer. ST Andrews Hospital, Private Bag X1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION:
Human Resource Manager

NOTE:
People with disability and African male are encouraged to apply

CLOSING DATE:
01 March 2019

POST 06/142: PROFESSIONAL NURSE SPECIALTY: ADVANCED MIDWIFERY REF NO: SAH 01/2019 (X1 POST)

SALARY:
Grade 1: R362 559 per annum
Grade 2: R445 917 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements, Medical Aid (Optional)

CENTRE:
ST Andrew’s Hospital

REQUIREMENTS:
Grade 1: Diploma/ Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. A minimum of 4 years appropriate recognizable experience in nursing after registration with SANC in general nursing and midwifery. Current registration
with SANC as a General Nurse and Advanced Midwifery and Neonatal Nursing Science. **Grade 2:** Diploma/ Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. A minimum of 14 years appropriate recognizable experience in nursing after registration with SANC in general nursing and midwifery. At least 10 years of the period mentioned above must be recognizable experience in the specific specialty, after obtaining the one year post basic qualification in the relevant specialty. Current registration with SANC as a General Nurse, Midwifery and Advanced Midwifery and Neonatal Nursing Science. Skills: Knowledge of nursing care and processes and procedures. Knowledge of Public service regulations. Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness. Knowledge of SANC rules and regulations. Knowledge of Batho Pele Principles and patients rights charter.

**DUTIES:**
Must be able to handle obstetric and emergencies and high risk conditions. To execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. To participate in quality improvement programmes and clinical audits. Uphold Batho Pele and patients rights principles. Provide a safe, therapeutic environment as laid down by the Nursing act. Maintain accurate and complete patient records according to legal requirements. Exercise control over discipline, grievance and labour relations issues. Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols. Assist with performance reviews i.e. EPMDS as well as student progress reports. Maintain a plan to improve the quality of Nursing and health care in operating theatre. Formulation of theatre policies to ensure good practice. Ensuring the availability of the necessary basic equipment.

**ENQUIRIES**
Ms MR Singh Tel No: 039-4331955 EXT 211

**APPLICATIONS**
should be forwarded: The Chief Executive Officer. ST Andrews Hospital, Private Bag X1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

**FOR ATTENTION**
Human Resource Manager

**NOTE**
People with disability and African male are encouraged to apply

**CLOSING DATE**
01 March 2019

**POST 06/143**
**ASSISTANT DIRECTOR: HRM**

**SALARY**
R356 289 per annum (Level 09)

**CENTRE**
G.J. Crookes Hospital

**REQUIREMENTS**
Senior certificate/matric or Grade 12. Degree / National Diploma in Human Resource Management / Public Management. 3-5 years’ experience in Human Resource Component, of which three (03) years must be supervisory level. A valid code B (08) driver’s license. Proof of current and previous work experience endorsed and stamped by Human Resource Department. Knowledge of the Persal system. Computer literacy (MS Word, MS Excel, MS Powerpoint). Broad knowledge and understanding of Human Resource Management. In-depth knowledge of relevant acts, policies, regulations in Human Resource Management. Sound knowledge of Persal, project and financial management. Sound decision making, planning and leadership skills. Good communication (written and verbal) skills.

**DUTIES**
Management of day-to-day functioning of Human Resource Department (Labour relations, HR Practices, Employee Wellness, HR Development & Planning) in the hospital to ensure the rendering of high quality services. Participate in the development of Human Resources policies that are in line with HR strategies of the department and ensure they are implemented. Management and control of compensation of employee’s budgets and resources allocated to Human Resources component. Plan, control and monitor personnel budget and expenditure for the entire Institution. Develop Human Resource Plan and Employment Equity plan for the hospital and ensure that they are put into practice. Identify training needs and ensure the
implementation of in-service training programmes. Promote efficiency in a manner in which financial and human resources are utilized in HR department and that the use of resources is in accordance with relevant government prescripts. Management of recruitment and selection of staff in different fields within the hospital and attached clinics. Promote and maintain sound labour peace within the Institution and also represent the Institution at conciliation and arbitration sittings. Advise managers and supervisors on all human resources management matters to ensure that they confirm to the public service act and other relevant legislation. Investigate and preside over disciplinary cases within the Institution and district wide. Attend Institutional, district and provincial meetings.

ENQUIRIES
APPLICATIONS
FOR ATTENTION
CLOSING DATE
POST 06/144
SALARY
CENTRE
REQUIREMENTS
DUTIES

Mrs S.P. Nyawo
Tel No: 039 – 978 7081
Application to be forward to: The Chief Executive Officer, G.J. Crookes Hospital, Private Bag X5501, Scottburgh, 4180
Human Resource Department
01 March 2019
FINANCE MANAGER REF NO: COSH 06/2019
R356 289 per annum (Level 09)
Church of Scotland Hospital
Senior Certificate/Matric or Grade 12. Bachelor Degree/ National Diploma in Accounting, Cost Management/Accounting, Financial Management, or equivalent qualification; plus minimum of three(3) years supervisory experience in financial management. Valid driver's licence (code 8). NB Proof of experience endorsed and stamped by Human Resource. Possess thorough knowledge of Laws, Regulations, Policies, Instructions, Practice Notes, Public Finance Act, Treasury Regulations and Treasury Guidelines. Possess in depth knowledge of budget procedures and BAS. Have the ability to perform independently and under pressure. Have good communication and interpersonal relations. Be computer literate with a proficiency in MS Word, Excel and Power Point software applications. Possess knowledge of Human Resource Management policies. Have planning, organising, analytical thinking and presentation skills. Be able to develop/implement policies and financial practices. Be able to deliver and present formal day-to-day training courses. Possess knowledge of basic HR matters including HR practices, labour relations, negotiations and dealing with conflict. Possess knowledge of procurement procedures and directives. Decision making skills.

Develop and manage the budgeting process in the institution in consultation with hospital management and other stake holders in line with the Department's strategy on financial management and other applicable prescripts by seeking to administer and coordinate the annual budget cycle. Develop and customise guidelines for outsourcing non-core hospital functions and train line managers on the guidelines and their implementation. Judge the efficiency of distinctive financial systems and control and justify procedures, instructions and manuals in respect of financial administration. Exercise overall control of the budget and expenditure of the institution as a Responsibility Manager in terms of Treasury Instructions and as appointed by the Head of Department. Maintain adequate availability of stores supplies. Provide the Chief Executive Officer with financial information that is accurate, concise, reliable and timely to facilitate effective decision making. Develop and maintain quality improvement program within financial component. Develop and facilitate the implementation of financial reporting mechanisms to promote financial accountability. Develop, implement and monitor measures designed to optimise the collection of revenue from patients. Analyse, audit, interpret and consolidate financial data as contained in books for a financial year, in accordance with accounting procedures. Maintain the availability, effective and efficient utilization of staff in Finance, Accounts Services Revenue, Asset Management and SCM sections. Safeguard and maintain Assets and liabilities. Maximize revenue collection in conjunction with the Systems Manager. Ensure effective Cash Flow and Procurement Committees at the Hospital and Clinics. Implementation of the turnaround strategy as
recommended by AG’s report i.e proper inventory management, elimination of surplus stock ward level and at SCM, effective document management and proper linking of employees to correct objectives. Exercise management and leadership over the areas/clinics allocated.

ENQUIRIES
APPLICATIONS
APPLICATIONS: Mrs B. Dlomo Tel No: 033 4931000 Ext. 4332
Please forward/deliver applications quoting the reference number to the The Human Resource Department, Church of Scotland Hospital, R33 Dundee Main Road, Tugela Ferry, 3010, Postal Address: Private Bag X 502, Tugela Ferry, 3010.

FOR ATTENTION
NOTE
FOR ATTENTION: Mrs N.P. Sithole
Application must be submitted on the Application for Employment Form (Form Z.83) which is obtainable at any Government Department or from the website www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Comprehensive Curriculum Vitae, certified copies of Identity document, educational qualifications and professional registration certificates – not copies of certified copies. Persons with disabilities should feel free to apply for the posts. Applicants in possession of a foreign qualification must attach evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. None – RSA Citizens/Permanent Resident/Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks; security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. 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.

CLOSING DATE
POST 06/145
CLOSING DATE: 01 March 2019 (Late applications will not be accepted)
SESSIONAL MEDICAL OFFICER: CRISIS CENTRE GRADE 1/2/3 REF NO: NDH 05/2019
Cluster: Medical Unit

SALARY
CENTRE
SALARY: 01 X 09 Hours
Grade 1: R175 968 per annum
Grade 2: R201 240 per annum
Grade 3: R233 064 per annum
CENTRE: Northdale Hospital

REQUIREMENTS
Grade 1: Matric certificate or equivalent, MBCHB degree or equivalent qualification plus, Registration Certificate with HPCSA as an Independent Practice, Current registration with Health Professions Council of SA as a Medical Practitioner for Independent Practice. Grade 2: 5 years experience after registration with HPCSA as a Medical Practitioner for Independent Practice. Grade 3: 10 years experience after registration with HPCSA as a Medical Practitioner for Independent Practice. Recommendations: A post graduate qualification in an appropriate field would be an advantage e.g. A post graduate Forensic Medicine qualification. Relative experience in Crisis Centre or Forensic Medicine would be a recommendation. All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Knowledge, Skills, Training and Competencies Required: Sound clinical knowledge and skills in forensic medicine. Ability to diagnose and manage common medical problems including implementation of rape survivor kits, attending to drunken driving as well as all other forensic and related matters. Ability to teach and supervise staff at all levels eg Junior Medical Officers and nursing personnel. Good communication skills, leadership and decision making qualities. Must be able to work in a challenging and highly stressful environment. Knowledge, understanding and implementation of Batho Pele principles. Provide Team

**DUTIES**

Manage patients presenting to the Crisis Centre at Northdale hospital. Ensure the completion of medico legal documentation. Attendance at court and other legal proceedings. Participation in the after-hours service duties is compulsory so that the service provided is 24 hour per day 7 days a week. Perform duties as delegated by supervisor. Maintain accurate medical records in accordance with legal and ethical standards.

**ENQUIRIES**

Dr Mag Molla Tel No: 033 387 9000 Ext 9014

**APPLICATIONS**

All applications should be forwarded to: Human Resources Department, Northdale Hospital, Private Bag X 9006, Pietermaritzburg, 3200

**FOR ATTENTION**

Dr MAG Molla

**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 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. 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.

**CLOSING DATE**

01 March 2019