OTHER POSTS

POST 09/187 : HEAD CLINICAL UNIT PSYCHIATRIC REF NO: FNH 01/2019 (X1 POST)

SALARY : R1 643 352 – R1 744 191 per annum. (all-inclusive salary package). Other Benefits: Commuted Overtime.

CENTRE : Fort Napier Psychiatric Hospital

REQUIREMENTS : Master degree (Mmed Psych) or equivalent qualification PLUS A minimum of 5 Years’ experience or more after registration with HPCSA as Medical Specialist in Psychiatry with experience of forensic work. Registration Certificate with HPCSA as a Medical Specialist. Current registration with HPCSA as Medical Specialist. (2019 Receipt). Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Knowledge, Skills, Training and Competencies: Clinical and managerial skills. Knowledge of Clinical governance. Knowledge of medical prescripts, policies, procedures and protocols. Knowledge and experience of the Public Service Policies, Acts and Regulations. Sound Management, Negotiation, Interpersonal and problem solving skills. Good verbal, problem solving skills. Professional and confident. Ability to function well within the team.

DUTIES : To effectively manage the forensic psychiatry services at Fort Napier Hospital and liaise with relevant stake holders. To care, treat and rehabilitate the Mental Health Care User at the hospital (specifically the State President Patients). To provide reports on cases referred by the courts and give expert evidence when required. Provide guidance and manage the staff under supervision. To be involved in teaching and training of registrars and other clinical staff. To be involved in hospital committees that deal with clinical services and quality assurance. To assess and manage any risks within the medical section. Clinical management of state patients. Administration and management roles in hospital. Risk assessment and management of risks within the hospital.

ENQUIRIES : Dr. A. L Mbhele Tel No: (033) 260 4337

APPLICATIONS : applications must be forwarded to: Human Resource Manager: The Human Resource Department, Fort Napier Hospital, PO Box 370, Pietermaritzburg, 3200, OR, Hand delivered to: 01 Devonshire Road, Napierville, Pietermaritzburg, 3201

FOR ATTENTION : Ms. M.B Zungu

CLOSING DATE : 22 March 2019

POST 09/188 : HEAD CLINICAL UNIT (MEDICAL) GRADE 1 – ANAESTHESIOLOGY REF NO: GS 12/19

Component – Anaesthetics Department

SALARY : R1 643 352 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.

CENTRE : Greys Hospital PMB Metropolitan Hospitals Complex

REQUIREMENTS : This post will operate in conjunction with other Head Clinical Unit posts in Anaesthesia and Critical Care based in Pietermaritzburg: It is envisaged that these posts will sharing duties and responsibilities across the PMB metropole. This will facilitate optimum service provision in Pietermaritzburg and the relevant drainage area. Minimum Requirements: FCA (SA) or MMed in Anaesthesia. Registration with HPCSA as a “Specialist Anaesthesiologist”. 3 year post registration experience as a “Specialist”. Recommendation: Experience in managing clinical services in a > 350 bed hospital. Proven ability to provide paediatric anaesthesia including to neonates down to 1 kg, Proven track record in providing postgraduate teaching. Other proven managerial experience. Experience in a tertiary...
Environment. Track record of academic publications. Knowledge, Skills and Experience: Possess sound knowledge of Human Resources Management, budgeting, planning, implementation and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service legislation, regulations and policy including medical ethics, epidemiology and statistics. Good communication, leadership, decision-making and clinical skills. Sound knowledge of clinical procedures and protocols within the discipline. Assessment, management of patients. Participation in the After Hours call system is essential. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.

DUTIES:
- Manage the Anaesthetic department of a busy tertiary hospital. Participate in the clinical anaesthetic service of a regional/tertiary hospital by: Providing consultant cover in theatre daily, the ICU and High Care wards. Providing after-hour consultant cover in Anaesthetics and the ICU at PMB Metropolitan Hospitals. Participating in pre-operative assessment of high-risk patients in the anaesthetic clinic. Undertaking development of sub-specialty services at Grey’s Hospital. Perioperative Anaesthetic Service. Support trauma and resuscitative units. 24 Hour Epidural Anaesthetic service in Labour Specialised Surgical Services – cardiac, vascular, thoracic, neurosurgical. Participate in outreach programmes for the development of safe anaesthetic services in Grey’s Hospital catchment area. Participate in the departmental teaching programmes for vocational, post-graduate and nursing staff. Undertake appropriate clinical research and support the research efforts of junior staff. The department is a training site for the Nelson Mandela School of Medicine. The occupant of this post will need to take on a significant role in this respect. Provide and ensure effective and efficient managerial and supervisor responsibilities by: Ensuring effective utilisation and placement of staff. Maintaining discipline and ensure that staff act with integrity and professionalism within the law. Delegating duties to senior staff without lessening one’s own responsibility and accountability for actions taken on one’s behalf. Liaising with hospital management regarding infrastructure needs including financial, physical, equipment, staff and support of the Anaesthetic Department and the ICU. Maintain self-development and staff development by CPD and CME activities. Co-ordinate participation in Quality Improvement measures by staff. Liaise with other Metropolitan hospitals and Medical School as and when necessary in consultation with the Head of Department. Supervision of postgraduate and under graduate training. Participate in postgraduate and other relevant academic / and training programmes. Provide support to the Metropolitan Head of Department, in ensuring an efficient standard of patient care and that services are maintained. Assess patients, plan, initiate and supervise medical care management. Ensure the proper and economical use of equipment and other resources.

ENQUIRIES: Dr Z Farina Tel No: 033-897 3412
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 certificates – not copies of 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 12/19. 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). This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department. The contents of this Circular Minute must be brought to the notice of
all eligible officers and employees on your establishment without delay. Institutions must notify all candidates who qualify for posts in this circular minute even if they are absent from their normal place of work.

**CLOSING DATE**: 22 March 2019

**POST 09/189**: MEDICAL SPECIALIST – (GRADE 1, 2 AND 3) REF NO: GS 17/19 (X1 POST)

**Component**: Orthopaedics

**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, PMB Metropolitan Hospitals Complex

**REQUIREMENTS**:
- A qualification in Health Science PLUS FCS Ortho (SA) or MMed in Orthopaedics or equivalent qualification. Registration with Health Professions Council of South Africa as a Specialist in Orthopaedics. **Grade 1**: Experience: Not applicable; Registration with the HPCSA as a Medical Specialist. **Grade 2**: Experience: 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. **Grade 3**: Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. Knowledge, Skills, Training and Competency Required: Comprehensive knowledge base of a specialist Orthopaedic surgeon in a regional or tertiary hospital setting. Surgical and practical skills required from a specialist in Orthopaedic surgery in a regional or tertiary hospital setting. Possess sound knowledge of Human Resource Management, budgeting, programme implementation, monitoring and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service Legislation, Regulations and Policy including medical ethics, epidemiology, budget control and statistics. Good communication, leadership, decision-making and clinical skills.

**DUTIES**:
- **Service Provision**: Participate in outpatient assessment and treatment, ward rounds and operative treatment of orthopaedic patients. Continuously monitor service delivery, both at Grey’s hospital and referring hospitals, and to institute quality improvement measures to correct deficiencies. Help with the development of District and Regional Orthopaedic Level of Care where the need exists. Participate in cost containment activities / practices. Participate in provision of emergency after-hour services. Management: Assist in administrative duties related to the optimal functioning and service delivery in orthopaedics at Grey’s Hospital and the relevant referral hospitals. Develop protocols and clinical pathways for effective/efficient management of acute and chronic Orthopaedic conditions. Ensure that data is collected, analysed on the state of Orthopaedic Service in Outlying Drainage Areas to enable Policy/Strategy development. Participate in Clinical Governance (Morbidity / Mortality). Academic / Research: Provide both Academic and Clinical service functions at the Hospital, including ward rounds, outpatients clinics, clinical training ward rounds. Train under- and post-graduate students on both bedside training and classroom training at the hospital. Participate in both academic and clinical administrative activities as delegated by the Head of Department. Participate in Student/Registrar Assessments. Relevant Research ad dictated by clinical need. Outreach: Active participation in outreach programme aimed at improvement of patient access to the relevant clinical services (at least one visit a week). To ensure skills transfer through teaching activities involving the relevant staff at District/Regional Outlying Hospitals. Co-ordination of Outreach Services in Area 2 with 6 monthly reports on Outreach produced.
ENQUIRIES               : Dr M E Senoge Tel No: 033 – 8973299
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 17/19. 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. African Males are encouraged to apply.
CLOSING DATE            : 22 March 2019
POST 09/190             : ASSISTANT NURSING MANAGER (OBSTETRICS & GYNECOLOGY) REF NO: EGUM 01/2019 (X1 POST)
Re-Advertisement

SALARY                  : R581 826 – R654 840 per annum Plus 13th cheque, 8% Rural, Medical Aid (Optional), Housing Allowance, (employee must meet prescribed requirements).
CENTRE                  : E G & Usher Memorial Hospital
REQUIREMENTS            : Degree / Diploma in General nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. A post basic qualification in advanced midwifery and neonatal science. Current registration with SANC as a Professional Nurse. Minimum of 10 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in General nursing and Midwife/Encoucher of which 6 years of the period referred to above must be appropriate/recognizable experience in O&G after obtaining the 1 year Post Basic qualification in advanced midwifery and Neonatal Nursing Science. At least three years of the above must be recognized experience at management level. NB: Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached. Recommendation: Basic computer literacy and valid driver’s license. Diploma in Management. Knowledge, Skills, Training and Competence Required: Knowledge of Nursing care processes and procedures, nursing statutes and other relevant legal framework i.e. Nursing Act, Health Act, Occupational Health and Safety Act, Occupational Health and Safety act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, disciplinary code and procedures, grievance procedures etc. Accountability, Responsibility and Flexibility.
DUTIES                  : Coordination of optical, holistic specialized nursing care provided within set standards 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 pediatric wards. Deal with Disciplinary 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, implementation policies, practices and procedures. Establish and maintain constructive working relationships with nursing and other stakeholders. Ensure that a healthy and safe environment is maintained. Monitor and control the quality of patient care. Initiate and conduct audits. Attended CHIPP and PPIP reviews and monitor implementation of action plans. Ensure implementation of priority programs. Compile monthly and quarterly report.

ENQUIRIES               : Ms N Binase Tel No: 039- 797 8100
APPLICATIONS            : Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506,
Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available).

**FOR ATTENTION**

**NOTE**

The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months. Curriculum Vitae. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 05/2017. NB: Failure to comply with the above instructions will disqualify applicants. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (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). Applications in possessions of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post. Please note that the target group in terms of the Employment Equity Target for this post is as follows: 1st African male, People with disabilities should feel free to apply.

**NB:** due to financial constraints, no S&T will be paid to candidates when attending the interviews.

**CLOSING DATE**

22 March 2019 @ 16H00 afternoon

**POST 09/191**

ASSISTANT MANAGER NURSING SPECIALTY (INCLUDING OPD, CASUALTY, CSSD AND THEATRE REF NO: (EMS/21/2019)

Re-Advertise (Those who apply before may re-apply)

**SALARY**

R581 826 per annum (other benefits: Medical Aid (Optional) 13th cheque. Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.

**CENTRE**

Emmaus Hospital

**REQUIREMENTS**

Senior Certificate (Grade 12)/ STD 10, Diploma/ Degree in General Nurse, Midwifery, a post Basic qualification in Operating Theatre Technique accredited with the SANC, proof of current registration with South African Nursing Council, a minimum of 10 years’ experience in Nursing after registration as a Professional Nurse with SANC in General Nursing at least 6 years of the period referred above must be above appropriate/ recognizable experience after obtaining the one year Post Basic qualification in the relevant Specialty. At least 3 years of the period referred above must be the Experience at Management level. Proof of current and previous working experience endorsed by Human Resource Manager must be attached. Recommendation: Computer Literacy, Degree/ Diploma in Health/ Nursing Management/ Nursing Administration will be an advantage. Knowledge & Skills: Knowledge and sight into Nursing process and procedures, knowledge of Nursing status and other relevant legislative frameworks, knowledge of Health Care Service Delivery, knowledge of disciplinary process, knowledge of basic standard management principle of approach, the ability to function well with a team, sound communication, counselling and time management skills. Understanding of Human Resource needs and developments. Nursing status and other relevant Public Service Acts legislation. Decision making and problem
solving skills. Interpersonal skills in dealing with conflict management. Knowledge and implementation of Batho Pele principles, Supervisor and analytical skills.

**DUTIES**: Co-ordination of optimal, holistic specialized nursing care provided within the standards and professional legal framework. As the manager for the complex ensure overall management and necessary support for effective functioning of unit. Foster team spirit and commitment among all categories of staff by upholding Batho Pele principles. Maintain clinical competence by ensuring that scientific principle of nursing are implemented. To monitor the preparation for operations and ensuring smooth running of the Theatre. Manage staff performance (EPMDS). Deal with disciplinary issues, grievance and other labour issues including monitoring and managing absenteeism. Manage the utilization of all resources efficiently and effectively participate in the analysis formulating and implementation policies, practices and procedures. Participate in SCM, Financial Management process as determined by PFMA. Ensure that a Health and Safety environment is maintained, conduct Risk Assessment. Monitor and control the quality of patient care. Co-ordinate the implementation of National Core Standards, IPC, Ideal Hospital Assessment and ensure compliance thereof, conduct Clinical audits. Ensure accurate and reliable statistics and reports are generated through the information management section. Monitor and evaluate the effectiveness of nursing staff development, infection control and information management practices in Hospital against set standard with a view to identify and address problem areas harmoniously. Delegate, supervisor and co-ordinate the provision of effective, efficient and economical use of all allocated resource including Human Resources. Promote Ethics and Professional in the workplace.

**ENQUIRIES**: Ms PPJ van der Plank Tel No: 036 488 1570 (ext 8204)

**APPLICATIONS**: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

**FOR ATTENTION**: Ms A.N Ngubane

**NOTE**: Application should be submitted on form Z83 obtainable from any Public Service Department and should be accompanied by a CV and certified copies of qualification certificates, service certificate including ID and driver’s license (certified copies of certificates should not be older than three months) No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant’s responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: no subsistence and travelling allowance will be paid for interview attendance.

**CLOSING DATE**: 22 March 2019 @ 16:00

**POST 09/192**: OPERATIONAL MANAGER NURSING: PHC REF NO: EGUM 08/2019 (X1 POST)

**SALARY**: R532 499 – R599 274 per annum Plus 13th cheque, 8% Rural, Medical Aid (Optional), Housing Allowance, (employee must meet prescribed requirements).

**CENTRE**: E G & Usher Memorial Hospital (Gateway Clinic)

**REQUIREMENTS**: Degree / Diploma in General nursing plus 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and care. Current Registration with SANC as a General Nurse with Midwifery (2019 receipt). A minimum of 9 years appropriate / recognize experience in nursing after registration as a Professional nurse with the SANC. Five (5) years of the period referred to above, must be appropriate / recognized experience after obtaining a 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and care. NB: Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached. Recommendation: Training certificate on Nurse initiated and management of ART (Nimart). Possession of driver’s license code 8 or C1. Knowledge, Skills, Training and Competencies Required: Knowledge of Nursing care processes and procedures,

DUTIES:

Monitor provision of quality and comprehensive primary health care package, ICSM in the clinic. Assist in planning, organizing and monitoring of objectives of the specialized unit. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Ability to plan and organize 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 participating actively in Operation Sukuma Programme. Work as part of the multidisciplinary team to ensure good service delivery care. Demonstrate effective communication with patients, community and multidisciplinary team. Monitor safe patient service and improve client satisfaction in the clinic. Participate in the attainment of National Core Standards status. Contribute to the ideal Clinic realization and maintenance (ICRM) status. Participate in the analysis and formation 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. Monitor implementation of PHC Re-Engineering in the clinic, including ICDM. Monitor implementation and performance on indicators on daily, weekly and monthly basis, provide feedback to management, analyze 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 of in the Clinic. Ensure functionality of the Clinic committee programme so that community involvement and participation is achieved.

ENQUIRIES:

Mrs JN Mazwi Tel No: 039 - 797 8100

APPLICATIONS:

Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available).

FOR ATTENTION:

Human Resource Department

NOTE:

The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified documents must not be older than 3 months. Curriculum Vitae. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 05/2017. NB: Failure to comply with the above instructions will disqualify applicants. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (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). Applications in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful. Please note that the
target group in terms of the Employment Equity Target for this post is as follows: 1st African male, People with disabilities should feel free to apply. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

NB: Due to financial constraints, no S&T will be paid to candidates when attending the interviews.

CLOSING DATE : 22 March 2019 @ 16H00 afternoon

POST 09/193 : OPERATIONAL MANAGER-GENERAL STREAM (NIGHT DUTY) REF NO: CLO1/2019

SALARY : R420 318 – R473 067 per annum

CENTRE : Clairwood hospital

REQUIREMENTS : National Senior Certificate (Grade 12) Diploma/degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse and Midwife. Current registration with the South African Nursing Council (SANC) 2019 as Professional Nurse and Midwife. A minimum of 7 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Proof of current and previous work experience endorsed by the Human Resource Department must be attached. Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedures, Grievance Procedure, etc. Financial and budgetary knowledge pertaining to the relevant resources under Management. Insight into procedures and policies pertaining to the nursing care Leadership, organizational, decision making and problem-solving abilities within the limit of the public sector and institution policy framework Interpersonal skills including public relations, negotiating, conflict handling and counselling skills Computer skills in basic programs

DUTIES : Coordination of optimal, holistic nursing care provided within set standards and professional/ legal framework. Ensure accurate and reliable statistics and reports are generated through the information management section. Monitor and evaluate the effectiveness of nursing staff development, infection control and quality control and information management practices in the hospital against set standard with view to identify and address problem areas timeously. Ensure the effective, efficient and economical use of all allocated resources, including human resources. Ensure supervised patient care through effective support to nursing services. Coordination of the provision of effective training and research. Promote quality nursing and health services as directed by the professional scope of practice and standards as directed by the institution. Maintain professional growth/ ethical standards and self development. Participate in all initiatives with the aim to achieve quality service provision. Ensure that units comply with National core standards, Batho Pele principles to meet need and demands of the clients. Promote quality nursing care as directed by the professional scope of practice and standards as determined by the institution. Assist in planning, organizing and monitoring of objectives of the units and departments. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient’s needs, requirements and expectations (Batho Pele). Monitor and evaluate staff performance through EPMD. Oversee the functioning of the whole facility and make decisions accordingly.

ENQUIRIES : Mrs. N Linda Tel No: 031 451 5177

APPLICATIONS : Applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mobeni 4060 or Hand deliver: 1 Higginson Mobeni 4060

NOTE : The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates, the following documents must be submitted: Application for Employment form (Z83), obtainable at any
Government Department or from website – www.kznhealth.gov.za Certified copies of educational qualifications, Identity Documents-not copies of copies Curriculum Vitae, The reference number must be indicated in the column provided on the form Z83. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months after the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for the posts. The appointment is 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 rom Employers and verification from the Company Intellectual Property Commission (CIPC).

**CLOSING DATE**

22 March 2019

**POST 09/194**

CLINICAL PROGRAMMER COORDINATOR GRADE 1 IN GENERAL NURSING STREAM (NON –COMMUNICABLE DISEASES CONTROL MANAGER) REF NO: ZUL/ 03/2019

**SALARY**

R420 318 per annum plus 13th, cheque, Rural Allowance (Provided the post Meets the requirements) Medical aid (optional), Home Owners Allowance (employee must meet prescribed requirements)

**CENTRE**

Zululand Health District office, Ulundi

**REQUIREMENTS**

Senior Certificate (Grade 12).An appropriate B Degree/National or Diploma or equivalent that allows registration with South African Nursing Council (SANC) as a Professional Nurse. A minimum of 7 years appropriate/recognition after registration as professional Nurse with the SANC in General Nursing. Current SANC receipt must be attached. Proof of current or previous work experience endorsed and stamped by Human Resource. Valid driver's license. Recommendations: Experience in the Chronic will be an added advantage. Computer literacy. Report writing abilities. Financial management skills. Empathy and counselling skills and knowledge. Strong interpersonal, communication and presentation skills. Project management skills. Ability to make independent decisions. Ability to plan and organize own working time, and that of support personnel. An understanding of the challenges facing the public sector. Ability to translate information objectives into practical plans. An ability to prioritise issues and other work related matters and to comply with time frames. Proven initiative, decisiveness and the ability to acquire new knowledge swiftly. Computer literacy, MS Office Software Applications. Knowledge of EPMD, IDEAL Clinic National Core Standards.

**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. Coordinator and support programme development through training to ensure implementation. Plan, organize and conduct community rallies and event that convey health messages and practices which support health programme strategies. Ensure that clinical strategies to manage chronic health conditions contained under health programmes are implemented in all institutions. Network with other provincial departments NGO’s the Municipality to maintain a referral service to community members. Analyze emerging chronic health practices and trends and introduce remedial action & conduction with health care specialists. African males are encouraged to apply.

**ENQUIRIES**

Mrs L Dlamini Tel No: (035) 874 0605

**APPLICATIONS**

KwaZulu-Natal Zululand Health District Office, Private Bag x 81 Ulundi3838, King Dinuzulu High way LA Building Ground floor Ulundi 3838

**FOR ATTENTION**

Mrs BJ Nene

NOTE: Applications must be submitted with a signed and dated Z83 Form, obtainable from any Public Service Department, and must be accompanied by a detailed CV, together with originally certified copies of your qualification including an academic record for all relevant qualification and a Matric certificate. Kindly attach an originally certified copy of a Driver’s license if required and your ID/Passport.
Applicants must provide original Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current position and a letter from the respective Human Resources for occupying acting positions. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. Candidates will be subjected to the verification of qualifications, reference checks as well as a criminal record check and competency assessment. Person with disabilities should feel free to apply for the post. Please note that due to financial constraints, no subsistence and travelling payment will be considered to candidates that will be invited to the interview.

**CLOSING DATE** : 22 March 2019

**POST 09/195** : CLINICAL PROGRAMMER COORDINATOR GRADE 1 IN GENERAL NURSING STREAM (PHC TRAINING, DEVELOPMENT MANAGER REF NO: ZUL/04/2019)

**SALARY** : R420 318 per annum plus 13th, cheque, Rural Allowance (Provided the post meets the requirements) Medical aid (optional), Home Owners Allowance (employee must meet prescribed requirements)

**CENTRE** : Zululand Health District office, Ulundi

**REQUIREMENTS** : Senior Certificate (Grade 12). An appropriate B Degree/National or Diploma or equivalent that allows registration with South African Nursing Council (SANC) as a Professional Nurse. A minimum of 7 years appropriate/recognition after registration as professional Nurse with the SANC in General Nursing. Current SANC receipt must be attached. Proof of current or previous work experience endorsed and stamped by Human Resource. Valid driver’s license. Recommendations: Experience in the Training and Development will be an added advantage. Computer literacy. Report writing abilities. Financial management skills. Empathy and counselling skills and knowledge. Strong interpersonal, communication and presentation skills. Project management skills. Ability to make independent decisions. Ability to plan and organize own working time, and that of support personnel. An understanding of the challenges facing the public sector. Ability to translate information objectives into practical plans. An ability to prioritise issues and other work related matters and to comply with time frames. Proven initiative, decisiveness and the ability to acquire new knowledge swiftly. Computer literacy, MS Office Software Applications. Knowledge of EPMDS, IDEAL Clinic National Core Standards.

**DUTIES** : Conduct skills audits for the different Programmes in the institutions. Manage and coordinate training activities for the each institutions and PHC component. Support institution’s programme coordinators to identify training needs and develop training plans. Develop and implement annual training plan for each institutions as per identified needs, Liaise with Partners assisting Zululand regarding training needs and financial support. Liaise with institution’s HRD to priorities training needs to be funded by RTC. Compile monthly and quarterly training reports for the District/Regional Training Centre. Arrange in conjunction with the Human Resource Development Unit for delegates to attend training courses. Monitoring and evaluating the training activities and measuring the outcomes of the district training initiatives. Participate in Operation Sukuma Sakhe Trainings. Manage all resources allocated to the unit. African males are encouraged to apply.

**ENQUIRIES** : Mrs L Dlamini Tel No: (035) 874 0605

**APPLICATIONS** : KwaZulu-Natal Zululand Health District Office, Private Bag x 81 Ulundi3838, King Dinuzulu High way LA Building Ground floor Ulundi 3838

**FOR ATTENTION NOTE** : Applications must be submitted with a signed and dated Z83 Form, obtainable from any Public Service Department, and must be accompanied by a detailed CV, together with originally certified copies of your qualification including an academic record for all relevant qualification and a Matric certificate. Kindly attach an originally certified copy of a Driver’s license if required and your ID/Passport. Applicants must provide original Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current position and a letter from the respective Human Resources for occupying acting
positions. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. Candidates will be subjected to the verification of qualifications, reference checks as well as a criminal record check and competency assessment. Person with disabilities should feel free to apply for the post. Please note that due to financial constraints, no subsistence and travelling payment will be considered to candidates that will be invited to the interview.

**CLOSING DATE**: 22 March 2019

**POST 09/196**: RADIOGRAPHER GRADE 1/2/3: REF NO: HRM 11/2019 (X1 POST)

**Directorate**: X-Ray

**SALARY**

Grade 1: R374 364 – R428 040 per annum  
Grade 2: R352 707 – R403 302 per annum  
Grade 3: R415 482 – R504 219 per annum

Other Benefits: Medical Aid (Optional): Housing Allowance: Employee must meet prescribed requirements.

**CENTRE**: King Edward VIII Hospital

**REQUIREMENTS**

Matric/Senior Certificate or equivalent qualification PLUS, National Diploma/Degree in Diagnostic Radiography PLUS, registration with the HPCSA as a Diagnostic Radiographer PLUS proof of current registration with HPCSA as Diagnostic Radiographer (2019/2020) PLUS certificate of service endorsed by HR from previous employers must be attached. Experience: **Grade 1**: None after registration with HPCSA as a diagnostic radiographer, **Grade 2**: 10 years experience after registration with HPCSA as a diagnostic radiographer, **Grade 3**: 20 years experience after registration with HPCSA as a diagnostic radiographer.  
Recommendation: Computer Literacy, basic knowledge of computed tomography (CT) will be an added advantage. Knowledge, Skills, Training, and Competencies Required: Sound knowledge of diagnostic radiographic procedures and equipment, sound knowledge of radiation control and safety, good communication and interpersonal skills, knowledge of radiation control measures, knowledge of relevant Health and Safety Acts.

**DUTIES**

Provision of high quality diagnostic radiography services observing safe radiation protection standards, execute all clinical procedures competently to prevent complications, provide a 24 hour diagnostic radiography service, promote good health practices and ensure optimal patient care, participate in Quality Assurance and Quality Improvement programs, in-service training and National core standards, promote Batho Pele principles in the execution of duties, effective service delivery, perform reception and clerical duties when necessary, inspect and utilize equipment professionally to ensure that it complies with safety standards and ensure health and safety rules regulations are adhered to, participate in departmental policies and procedure development, participate in monthly departmental meetings, participate in continued skills developmental programs, supervision of junior radiography staff and community service radiographers, perform Employee Performance Management and Development (EPMDS) of junior staff.

**ENQUIRIES**

Mrs. P. Nzama  
Tel No: 031 347 9347

**APPLICATIONS**

All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin building or posted to Private Bag X02, Congella, 4013.

**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. Persons with disabilities and African males are encouraged to apply, however, other race groups are also not restricted from applying. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE**: 22 March 2019

**POST 09/197**: CLINICAL NURSE PRACTITIONER REF NO: EGUM 03/2019 (X1 POST)

**SALARY**
- Grade 1: R362 559 – R420 318 per annum
- Grade 2: R445 917 – R548 436 per annum
- Plus 13th Cheque, 8% Rural, Medical Aid (Optional), Housing Allowance, (employee must meet prescribed requirements).

**CENTRE**
- E G & Usher Memorial Hospital (Gateway Clinic)

**REQUIREMENTS**
- Diploma / Degree in General nursing and midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse. 1 (One) year post basic qualification in Primary Health Care accredited by SANC. Proof of current registration with South African Nursing Council as a General Nurse, Midwife and Primary Health Care Nurse (SANC Receipt for 2019). Valid driver's license code 08 (B) / 10 (C1) Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached. **Grade 1**: A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2**: A minimum of 14 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing of which at least 10 years must be appropriate / recognizable experience after obtaining one year Post Basic qualification in Primary Health Care. Recommendation: Possession of Professional Driving Permit is recommended. Knowledge, Skills, Training and Competencies Required: Knowledge of Nursing care and procedures. Knowledge of SANC Rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programmes, Batho Pele principles and Patient Rights Charter Human Resource Management and basic financial management skills. Leadership, supervisory and report writing skills. Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills.

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

**ENQUIRIES**
- Mrs. SF Marais Tel No: 039 - 797 8100

**APPLICATIONS**
- Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available).
FOR ATTENTION: Human Resource Department

NOTE: The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months. Curriculum Vitae. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 05/2017. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post. NB: Failure to comply with the above instructions will disqualify applicants. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (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). Applications in possessions of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful. Please note that the target group in terms of the Employment Equity Target for this post is as follows: 1st African male, People with disabilities should feel free to apply NB: due to financial constraints, no S&T will be paid to candidates when attending the interviews.

CLOSING DATE: 22 March 2019 @ 16H00 afternoon

POST 09/198: CLINICAL NURSE PRACTITIONER – GRADE 1 AND 2

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

CENTRE: Clairwood hospital;
         PHC Stream: Chesterville Clinic Ref No: CL06/2018 (X1 Post)
         PHC Stream: Gateway Clinic Ref No: CL07/2018 (X2 Posts)

REQUIREMENTS: National Senior Certificate (Grade 12), Diploma/degree in General Nurse and Midwifery. One (1) year post qualification in Primary Health Care. Proof of current registration with SANC 2019. **Grade1:** A minimum of 4 years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC in General Nursing. At least 10 years of the period referred to the above must be appropriate/recognizable experience after obtaining the 1(one) year post basic qualification Primary Health Care. Proof work experience/certificate of service endorsed by Human Resource Department. Knowledge, skills, training and competencies required. Leadership, organizational, decision-making and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge of nursing care processes procedures, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, OHSA, PSR etc. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Demonstrate a basic understanding of H.R and financial policies. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes.

DUTIES: Provision of an integrated quality and comprehensive primary health care services by promoting health, prevention of diseases, curative services to the clients and community. Provide PICT, UTT and adherence counselling to all clients. Perform
a clinical nursing practice in accordance with scope of practice and nursing standards as determined for a primary health care facility. Work as part of the multi-disciplinary team to ensure to ensure good nursing care at PHC level. Provide primary prevention strategies and management communicable and non-communicable diseases. Provision of good quality care according to Ideal Clinical Realization and Maintenance (ICRM) and National Core Standards (NCS). Manage and monitor proper utilization of human, financial, physical and material resources. Ensure data management is implemented and monitored. Demonstrate effective communication with patient, supervisors, and other clinicians including report writing when required. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according to Batho Pele Principles and patients' Rights charter. Handle obstetric and emergencies and high risk conditions. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observations of patients in the clinic. Ensure proper utilization and safe keeping of basic medical, surgical pharmaceutical and stock suppliers. Supervision of patients and provision of basic patient needs, e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutically environment in the clinic using EDL guidelines. Ability to assess diagnose, treat and refer the patients with clinical problems. Ensure compliance with all indicators for DoH Programmes.

ENQUIRIES

APPLICATIONS

NOTE

Applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mbeni 4060 or Hand deliver: 1 Higginson Mbeni 4060

The contents of this Circular must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates: The following documents must be submitted: Application for Employment form (Z83). Obtainable from any government Department or from website –www.kznhealth.gov.za. Certified copies of highest educational qualifications and I.D (Not copies of certified copies) and certified copies must not be older than 3 months, Curriculum Vitae, Driver's License (if required) Contactable and verifiable references must be included in the C.V The reference number must be indicated in the column provided on the form Z83 application form e.g. CL:06/2018. Failure to comply with the above instructions will disqualify applicants. Applicants are advised that due to large number of applications anticipated, individual applications will not be acknowledged. Should you not receive a response within six (6) weeks after closing date the application must be considered unsuccessful. People with disabilities should feel free to apply for the posts. The appointment is subject to positive outcomes obtained from the NIA to the following checks (security clearance, credit records, qualifications citizenship and previous experience verifications) This Department is equal opportunity, affirmative action employer, whose aim is to promote representatively in all occupational classes of the department.

CLOSING DATE

POST 09/199

PROFESSIONAL NURSE- SPECIALTY CRITICAL CARE REF NO: GS 15/19 (X5 POSTS)

Component – Nursing

SALARY

CENTRE

REQUIREMENTS

Grade 1: R362 559 - R420 318 per annum, PLUS 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement) Grade 2: R445 917 - R548 436per annum PLUS 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

Greys Hospital, Pietermaritzburg

Minimum Requirements: Degree/Diploma in General Nursing plus One (1) year post basic qualification in critical Care (for specialty in Critical care) Plus Minimum of 4 years appropriate/recognizable experience as General Nurse. Current registration with SANC as General Nurse and relevant specialty (2018/2019 receipt). 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 specialty. Recommendation: Relevant experience in Intensive Care Unit will be an added advantage. Knowledge, Skills, Training and Competency Required: Knowledge of Public Service Policies, Acts and Regulations. Knowledge of code of conduct, Labour Relations, Conflict Management and negotiation skills. Ability to function within a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and patients rights charter.

**DUTIES**
- Provision of quality nursing care through the implementation of standards. To develop and ensure implementation of nursing care plans. To participate in quality improvement programmes and clinical audit. To uphold the Batho Pele and patients rights charter principles. Maintain accurate and complete patient records according to legal requirements. Participate in staff, student and patient teaching. Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures. Manage and supervise effective utilization of all resources e.g. human, financial, material.

**ENQUIRIES**
Mrs. K T McKenzie Tel No: 033-8973331

**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 GS15/19. 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).

**CLOSING DATE**
22 March 2019

**POST 09/200**
PROFESSIONAL NURSE- SPECIALTY ADVANCED MIDWIFERY & NEONATOLOGY REF NO: GS 16/19 (X5 POSTS)
Component – Nursing

**SALARY**
Grade 1: R362 559 - R420 318 per annum, PLUS 13th cheque, medical-aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R445 917 - R548 436 per annum, PLUS 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

**CENTRE**
Greys Hospital, Pietermaritzburg

**REQUIREMENTS**
Minimum Requirements: Degree/Diploma in General Nursing and Midwifery One (1) year post basic qualification in Advanced Midwifery and Neonatology. Minimum of 4 years appropriate/recognizable experience as General Nurse. Current registration with SANC. **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience as a General Nurse and 1 year in the Specialty. **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 specialty. Recommendation: Relevant experience in an obstetrics ward/clinic will be an added advantage. Knowledge, Skills, Training and Competency Required: Knowledge of Public Service Policies, Acts and Regulations. Knowledge of code of conduct, Labour Relations, Conflict Management and negotiation skills. Ability to function within a team. Skills in
organizing, planning and supervising. Knowledge of Batho Pele principles and patients rights charter.

**DUTIES**
- Provision of quality nursing care through the implementation of standards. To develop and ensure implementation of nursing care plans. To participate in quality improvement programmes and clinical audit. Maintain accreditation standards through quality improvement and infection control standards and guidelines. To uphold the Batho Pele and patients rights charter principles. Maintain accurate and complete patient records according to legal requirements. Participate in staff, student and patient teaching. Ensure ongoing education and in-service training of EMTCT, BFHI and ESMOE. Participate in the implementation of priority programmes to reduce morbidity and mortality rate, communicable and non-communicable diseases. Ensure the use of Maternal and Child updated protocols and guidelines in the hospital. Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures. Manage and supervise effective utilization of all resources e.g human, financial, material.

**ENQUIRIES**
Mrs. K T McKenzie Tel No: 033-8973331

**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 GS16/19. 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).

**CLOSING DATE**
22 March 2019

**POST 09/201**
CLINICAL NURSE PRACTITIONER REF NO: LIME 01/2019 (X1 POST)

**SALARY**
Grade 1: R362 559 – R420 318 per annum
Grade 2: R445 917 – R548 436 per annum
Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to employee meeting prescribed requirements) plus 8% Rural Allowance.

**CENTRE**
Lime Hill Clinic (St Chads CHC)

**REQUIREMENTS**
Senior certificate/Grade 12 or equivalent qualification. Degree/Diploma in General Nursing and Midwifery. Current registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery (2019). Post Basic Diploma in Clinical Nursing Science, Health assessment, Treatment and care (PHC) with a duration of at least one (1) year. Certificate of Service Endorsed by Human Resource Department. Appropriate/recognisable experience after registration in the Post Basic Qualification is recognised to determine the salary on appointment. Only certificate of service from the previous employer/s is recognised for this purpose.

**Grade 1:** A minimum of four/4 years appropriate/recognizable Nursing experience after registration as Professional Nurse with the SANC in General Nursing plus Clinical Nursing Science. **Grade 2:** A minimum of 14 years actual service and/or appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognizable experience in PHC after obtaining the relevant 1 year post basic qualification required for the relevant specialty. The ideal candidate must possess: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, inter-personal and problem solving skills. Good verbal and written communication skills. Knowledge of Labour Relations and disciplinary procedures. Clinical competencies. Knowledge of
nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills.

**DUTIES**

Ensure the provision of nursing care through adequate supervision. Key Performance Areas: Provision of nursing comprehensive service according to PHC CORE packages. Provision of quality comprehensive community health care (preventative and promote curative and rehabilitative) services. Provision of administration services. Involvement with community meetings and committees. Provision of educational services through clinical teaching, training and continuous evaluation of employees. Responsible for screening, diagnosis and management of patients at Primary health Care level. Initiate treatment, implementation of programme and evaluation patients clinical conditions. Initiate community protection, involvement in operation Sukum SAke projects. Work as part of multidisciplinary team to ensure quality nursing care and target on priority programmes are achieved. Involved in clinical audits. Data management. Advocate for professionalism and ethics. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. Evaluate and follow up patients during clinic visits. Attend and participate in doctor’s visits. Participate in out-reach services.

**ENQUIRIES**

Mrs C.I.Ndlovu Tel No: 036 6379600

**APPLICATIONS**

All applications should be forwarded to: The Human Resources Manager, St Chads Community Health Centre, Private Bag X9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

**FOR ATTENTION**

Mr S.D.Mdletshe

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

**CLOSING DATE**

29 March 2019

**POST 09/202**

CLINICAL NURSE PRACTITIONER REF NO: EZA 01/2019 (X1 POST)
(Re-Advertisement)

**SALARY**

Grade 1: R362 559 – R420 318 per annum
Grade 2: R445 917 – R548 436 per annum
Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to employee meeting prescribed requirements) plus 8% Rural Allowance

**CENTRE**

Ezakheni No 02 Clinic (St Chads CHC)

**REQUIREMENTS**

Senior certificate/Grade 12 or equivalent qualification. Degree /Diploma in General Nursing and Midwifery. Current registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery (2019). Post Basic Diploma in Clinical
Nursing Science, Health assessment, Treatment and care (PHC) with a duration of at least one (1) year. Certificate of Service Endorsed by Human Resource Department. Appropriate/recognisable experience after registration in the Post Basic Qualification is recognised to determine the salary on appointment. Only certificate of service from the previous employer/s is recognised for this purpose.

Grade 1: A minimum of four/4 years appropriate/recognizable Nursing experience after registration as Professional Nurse with the SANC in General Nursing plus Clinical Nursing Science.

Grade 2: A minimum of 14 years actual service and/or appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognizable experience in PHC after obtaining the relevant 1 year post basic qualification required for the relevant specialty. The ideal candidate must possess: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, inter-personal and problem solving skills. Good verbal and written communication skills. Knowledge of Labour Relations and disciplinary procedures. Clinical competencies. Knowledge of nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills.

**DUTIES:**
Ensure the provision of nursing care through adequate supervision. Key Performance Areas: Provision of nursing comprehensive of service according to PHC CORE packages. Provision of quality comprehensive community health care (preventative and promote curative and rehabilitative) services. Provision of administration services. Involvement with community meetings and committees. Provision of educational services through clinical teaching, training and continuous evaluation of employees. Responsible for screening, diagnosis and management of patients at Primary health Care level. Initiate treatment, implementation of programme and evaluation patients clinical conditions. Initiate community protection, involvement in operation Sukuma Sakhe projects. Work as part of multidisciplinary team to ensure quality nursing care and target on priority programmes are achieved. Involved in clinical audits. Data management. Advocate for professionalism and ethics. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. Evaluate and follow up patients during clinic visits. Attend and participate in doctor’s visits. Participate in out-reach services.

**ENQUIRIES:**
Mrs C.I.Ndlovu Tel No: 036 6379600

**APPLICATIONS:**
All applications should be forwarded to: The Human Resources Manager, St Chads Community Health Centre, Private Bag X9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

**FOR ATTENTION:**
Mr S.D.Mdletshe

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

CLOSING DATE : 29 March 2019

POST 09/203 : PROFESSIONAL NURSE- SPECIALTY NURSING THEATRE TECHNIQUE REF NO: GS 14/19 (X5 POSTS)
Component – Nursing

SALARY : Grade 1: R362 559 - R420 318 per annum, PLUS 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R445 917 - R548 436 per annum, PLUS 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

CENTRE : Greys Hospital, Pietermaritzburg

REQUIREMENTS : Minimum Requirements: Degree/Diploma in General Nursing plus One (1) year post basic qualification in Theatre Technique. Current registration with SANC as General Nurse and relevant specialty (2019 receipt).
Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience as a General Nurse and 1 year in the Specialty.
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 specialty.

DUTIES : Provision of quality nursing care through the implementation of standards. To develop and ensure implementation of nursing care plans. To participate in quality improvement programmes and clinical audit. To uphold the Batho Pele and patients rights charter principles. Maintain accurate and complete patient records according to legal requirements. Participate in staff, student and patient teaching. Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures. Manage and supervise effective utilization of all resources e.g human, financial, material.

ENQUIRIES : Mrs. K T McKenzie Tel No: 033-8973331
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 13/19. 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.

CLOSING DATE : 22 March 2019

POST 09/204 : PROFESSIONAL NURSE SPECIALTY – (MARTENITY) GRADE 1 TO 2 REF NO: ST 15/2019 (X4 POSTS)
Component: Maternity

SALARY : Grade 1: R362 559 per annum Plus 8% rural allowance
Grade 2: R445 917 per annum Plus 8% rural allowance
CENTRE:
Stanger Hospital

REQUIREMENTS:
Grade 1: Diploma in General Nursing and Diploma in Midwifery Plus Advanced Midwifery. Proof of registration with SANC (2019 receipt) A minimum of 4 years appropriate/recognizable experience after registration as a Professional Nurse with SANC in General Nursing. Grade 2: A minimum of 14 years appropriate recognizable experience in Nursing after registration as a professional nurse with SANC in General Nursing. At least 10 years of the period referred to the above must be appropriate/recognisable experience in the specific speciality after obtaining the one year Post – Basic qualification in Maternity. Attach proof of working experience endorsed by HR Department. Knowledge, skills training and competencies required: Knowledge of Nursing Care, Processes and procedures, Nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organizational, Decision Making, Problem Solving and interpersonal Skills within the limits of the public Sector. Personal attitudes, responsiveness, professionalism, supportive, Assertive and must be a Team player.

DUTIES:
Provision of optimal, holistic specialized nursing care with set standards and within a professional/ legal frame. Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Ensure accurate record keeping for statistics purposes. Ensure adherence to principles of IPC practices in the unit. Assess and identify the relationship between normal physiological and specific system alterations associated with problems, disorders and treatment in pregnancy, labour, puerperium and neonates. Plan management according to identified problems. Implement plan of action in emergency situations according to protocols and guidelines. Evaluate the response to management. Participate in training, monitoring and research with a view to increasing the body of knowledge in the midwifery practice. Assist Doctors in Management of Obstetric Emergencies. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery.

ENQUIRIES:
Mrs D.S Khanyezi (Assistant Nursing Manager O&G) Tel No: 032-437 6040

APPLICATIONS:
Applications to be forwarded to: Postal Address: Human Resources Department, The Human Resource Manager, Stanger Hospital, Private Bag X10609, Stanger 4450, Physical address: The Human Resource Department, Corner of Patterson & King Shaka Street

FOR ATTENTION:
Mr S. Govender

NOTE:
Directions to Candidates: The following documents must be submitted. Application or employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. St/17/2018. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. Due to the severe budget constraints, the department is experiencing, S&T will not be paid to any candidate that is attending the interview process.

CLOSING DATE:
22 March 2019
POST 09/205

ULTRASOUND RADIOGRAPHER GR 1, 2, 3 REF NO: GS 13/19
Component: Radiology Department

SALARY
Grade 1: R300 828 per annum
Grade 2: R352 707 per annum
Grade 3: R415 482 per annum
Other Benefits: 13th cheque, medical aid (optional), home owner allowance, employee must meet prescribed requirements

CENTRE
Greys Hospital, Pietermaritzburg

REQUIREMENTS

Grade 1: None after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Grade 2: Minimum of 10 years experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of eleven years experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Grade 3: Minimum of 20 years experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 21 years experience after registration with HPCSA in the relevant profession 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: Sound knowledge of obstetrics and gynaecology, general and vascular ultrasound procedures and equipment. Sound report writing and administrative skills (Computer literacy and some knowledge of PACS/RIS system). Knowledge of relevant Health and Safety Acts and Infection Control measures. Promote Batho Pele principles in the execution of duties for effective service delivery. Ability to work autonomously and as part of a team. Good attitude to teaching and mentoring of students and community service ultrasound radiographers.

DUTIES
Provide a high quality ultrasound service in keeping with tertiary status of the hospital. Provide correct interpretation of all ultrasound scans. Promote good health practices and ensure optimal care of the patient. Execute all clinical procedures competently to prevent complications. Perform reception and clerical duties as required. Compile comprehensive reports. Participate in quality assurance and quality improvement programmes, CPD activities and in-service training to junior staff and students.

ENQUIRIES
Mrs A Cooke Tel No: 033-8973203

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 13/19. 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).

**CLOSING DATE**: 22 March 2019

**DEPARTMENT OF SOCIAL DEVELOPMENT**

**APPLICATIONS**: Direct or hand deliver applications to the addresses as indicated below:

- **For Head Office**: Department of Social Development, Private Bag X9144, Pietermaritzburg 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3200. For Attention: Ms PN Mkhize.
- **For EThekwini North, EThekwini South and Ilembe Districts**: The District Director Department of Social Development, Private Bag X1503 Durban 4000 or hand deliver to: 214 Dr Pixley KaSeme Street, 8th Floor Durban 4000. For Attention: Ms TN Ndlovu.
- **For UMungundlovu, UGu and Harry Gwala Districts**: The District Director Department of Social Development, Private Bag X1724, Pietermaritzburg 3200 or hand deliver to 158 Langalibalele Street, Pietermaritzburg 3201. For Attention: Mr MN Mhlongo.
- **For Zululand District**: The District Director Department of Social Development, Private Bag X13 Ulundi, 3838 or hand deliver to King Dinuzulu Highway, Administration Building, 2nd Floor, Zone 3, Ulundi, 3838. For Attention: Ms FN Ntombela.
- **For Umkhanyakude District**: The District Director Department of Social Development, P. O. Box 246; Mbazwana; 3974 or hand deliver to Ngwenya Properties; Sodwana Bay Road; Mbazwana; 3974. For Attention: Mr NH Siyaya.
- **For King Cetshwayo District**: The District Director Department of Social Development, Private Bag X02 Empangeni Rail, 3910 or hand deliver to 10 Bronze Street, Empangeni Rail, 3910. For Attention: Ms NS Mbokazi.
- **For UMzinyathi District**: The District Director Department of Social Development, Private Bag X2057 Dundee, 3000 or hand deliver to 50 Gray Street, Dundee, 3000. For Attention: Mr CM Ndaba.
- **For Amajuba District**: The District Director Department of Social Development, Private Bag X6680; Newcastle; 2940 or hand deliver to 113 Panorama Drive, Lennoxton; Newcastle; 2940. For Attention: Mr TM Nguse.

**NOTE**: Applications must be submitted on form Z83 and should be accompanied by a CV and original certified copies of all educational qualifications, Identity document and a valid driver’s licence required by the post advertised. Applications must be forwarded to relevant address. Applicants must indicate the reference number of the post applied and the centre on Form Z83. Application forms Z83 (Application for Employment) should be fully completed and signed by the applicant. Under no circumstances will faxed or emailed applications be accepted. The Department is an Equal Opportunity Affirmative Action employer. Applicants who will promote the achievement of employment equity targets and who meet minimum appointment requirements will be given preference. The employment is subject to signing of the employment contract and annual performance agreement. The candidates will be required to undergo security clearance, competency based assessment and to disclose financial interests in accordance with relevant prescripts. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful.

**MANAGEMENT ECHELON**

**POST 09/206**: DIRECTOR: EXECUTIVE SUPPORT REF NO: DSD01/01/2019HO

**SALARY**: R1 005 063 per annum (Level 13) (all-inclusive remuneration package)

**CENTRE**: Head Office

**REQUIREMENTS**: Qualifications: Bachelor’s Degree in Public Administration/Public Management (NQF Level 7), a valid driver’s license, 5-year experience at middle /senior managerial level in Office Management environment. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance
Management Act; Labour Relations Act; Employee Performance Management and Development System; Service Delivery Frameworks; Intergovernmental matters. Skills/ Core competencies: Strategic capability and leadership; People Management and Empowerment; Financial Management; Change Management; Programme and Project Management; Knowledge management; Service delivery innovation; Problem Solving and analysis; Client Orientation and customer focus; Communication; Research; Presentation Facilitation; Language and Computer Literacy.

**DUTIES**: Ensure the provision of executive administration support services to the HOD. Provide support services to the Department's management committees. Provide support services to the Department's management committees. Manage HODs special projects. Manage the provision of Inter- Governmental Relations functions. Provide leadership and strategic direction to the office of the HOD and input to the Department Strategy. Manage the resources of the Directorate.

**ENQUIRIES**: Ms NG Khanyile Tel No: (033) 348 5518

**OTHER POSTS**

**POST 09/207**: SERVICE OFFICE MANAGER (X2 POSTS)

**SALARY**: R826 053 per annum (Level 12) (all-inclusive remuneration package)

**CENTRE**: Obuka Service Office (King Cetshwayo District) Ref No: DSD02/01/2019OBUK MBabazane Service Office (UThukela District) Ref No: DSD03/01/2019MBAB

**REQUIREMENTS**: Qualifications: Bachelor’s Degree in Social Work; Registration with the South African Council for Social Services as a Social Worker; Proof of Current Registration with the South African Council for Social Services as a Social Worker; A valid driver’s licence; 3 to 5 years’ junior managerial experience in Social Services. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance Management Act; Treasury Regulations; Legislation pertaining to Social Welfare service delivery; Understanding of SASSA functions; Social dynamics of KwaZulu-Natal communities; Human Resource Management; Labour Relations Act; Service Delivery frameworks; Public Participation; Community outreach; Employee Performance Management and Development System. Skills: Communications; Interpersonal relations; Report writing; Financial management; Change management; Time management; Project management; Leadership; Diversity management; Decision Making; Counseling; Service delivery innovation; Client orientation and customer focus; Presentation; Facilitation; Problem Solving and analysis; Conflict Resolution; Interviewing; Computer literacy; Numeracy; Language skills.

**DUTIES**: Provide Social Welfare Services; Provide Community Development Services; Ensure the provision of Corporate Support Services; Ensure the implementation of Departmental policies and other relevant legislation in the day to day running of the office; Manage the resources of the Service Office.

**ENQUIRIES**: Ms NP Mhlongo (Obuka Service Office) Tel No: 035 797 1600 Ms GW Thomas (Mbabazane Service Office) Tel No: 036 634 6656

**POST 09/208**: DEPUTY DIRECTOR: FINANCIAL REPORTING AND INTERNAL CONTROL REF NO: DSD04/01/2019HO

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

**CENTRE**: Head Office

**REQUIREMENTS**: Qualifications: National Diploma/ Bachelor’s Degree in Accounting, Management Accounting, Finance/ Auditing. A Minimum of 3-5 years’ Junior Management experience in Financial Management. A valid driver’s licence. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance Management Act; Treasury Regulations; Basic Accounting System; Service delivery frameworks; Government Financial Processes; National Treasury Practice Notes; Provincial Treasury Practice Notes; Employee Performance Management and Development System. Skills: Communication; Planning; Leadership; Decision making; Problem solving; Interpersonal relations; Report Writing and General (Academic) writing skills; Financial management; Budgeting systems; Analytical; Driving.
DUTIES: Manage the Compilation of Annual Financial Statements and Interim Financial Statements; Formulate creative solutions to enhance appropriate record management, credible information and monitor reporting frameworks and timelines; Manage the provision of relevant training on financial procedures; Develop policies and strategies aimed at improving services delivery; Manage resources of the Sub-directorate.

ENQUIRIES: Mr BS Ndaba Tel No: (033) 264 5412

POST 09/209: DEPUTY DIRECTOR: INTERGRATED ANALYSIS, PROVINCIAL PLANNING AND REPORTING REF NO: DSD05/01/2019HO

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

CENTRE: Head Office

REQUIREMENTS: Qualifications: National Diploma/ Bachelor’s Degree in Public Administration/ Management/ Monitoring and Evaluation. A Minimum of 3-5 years’ Junior Management experience in Financial Management. A valid driver’s licence. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Government-wide Monitoring and Evaluation System; Policy analysis and development; Labour Relation Act; Public Finance Management Act; Organization behavior analysis; Strategic business management; Employee Performance Management and Development System. Skills: Change Management; Strategic planning; Analytical thinking; Interpersonal relations; Facilitation; Presentation; Financial Management; Project Management; Problem solving; Driving.

DUTIES: Manage and coordinate the provision of integrated analysis; Manage and coordinate the provision of provincial planning and reporting; Develop policies and strategies aimed at improving service delivery; Manage resources of the Sub-directorate.

ENQUIRIES: Mr PR Madela Tel No: (033) 264 5411

POST 09/210: DEPUTY DIRECTOR: PROPERTY MANAGEMENT, OPERATING & MAINTENANCE REF NO: DSD06/01/2019HO

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

CENTRE: Head Office

REQUIREMENTS: Qualifications: National Diploma/ Bachelor’s Degree in Property Management/ Real Estate, A minimum of 3-5 years’ Junior Management experience in Property management/ Real Estate environment. A valid driver’s license. Knowledge: Constitution of Republic of the South Africa; Public Service Act and Regulations; Public Finance Management Act, Treasury Regulations; Knowledge of BAS; Employee Performance Management and Development System; National Treasury Instructions Notes Provincial Treasury Practice Notes; Service Delivery Frameworks Skills: Communication; Computer Literacy; Presentation; Facilitation; Report Writing; Interpersonal relation; Negotiation; Driving.

DUTIES: Administer the acquisition of land and facilities. Ensure efficient and effective facilities management system. Plan and prioritize the renovation and programmed maintenance on infrastructure. Develop policies and strategies aimed at improving service delivery. Manage resources of the Sub-Directorate.

ENQUIRIES: Mr HB Ngwane Tel No: (033) 348 5590

POST 09/211: SOCIAL WORK SUPERVISOR (GRADE 1-2) (X16 POSTS)

SALARY: R363 507 – R676 248 per annum

CENTRE: UMzimkhulu Service Office (Harry Gwala District) Ref No: DSD07/01/2019UMZ (X5 Posts)
Port Shepstone Service Office (UGu District) Ref No: DSD08/01/2019PORT (X2 Posts)
Umlazi Service Office (EThekweni South District) Ref No: DSD09/01/2019UMLAZ (X2 Posts)
Obuka Service Office (King Cetshwayo District) Ref No: DSD10/01/2019OBUK (X2 Posts)
Mbabazane Service Office (UThukela District) Ref No: DSD11/01/2019MBAB

154
KwaMashu Service Office (EThekwinini North District) Ref No: DSD12/01/2019KWAM (X4 Posts)

**REQUIREMENTS**

Qualifications: Bachelor’s Degree in Social Work; Registration with the South African Council for Social Services Profession as a Social Worker; Proof of current registration with South African Council for Social Services Profession as a Social Worker; A valid driver’s license; A minimum of 7 years’ recognizable experience in Social Work after registration as a Social Worker with SACSSP. Knowledge: Public Service Act and Regulations; Batho-Pele principles; Knowledge and understanding of human behavior and social systems; The ability and competence to assist; develop; advocate for; and empower individuals; families; groups; organizations and communities to enhance their functioning and their problem solving capabilities; The ability to promote; restore; maintain; advocate for; and enhance the functioning of individuals; families; groups; and communities by enabling them to accomplish tasks; prevent and alleviate distress and use resources effectively; The understanding and ability to provide social services towards protecting people who are vulnerable; at risk and unable to protect themselves; The ability to mentor and coach Social Workers Grade 1; Employee Performance Management and Development System. Skills: Communication (written and verbal); Listening; Interpersonal; Computer Literacy; Research; Problem solving; Report writing; Time management; Presentation; Facilitation; Counselling; Numeracy; Language and Driving.

**DUTIES**

Ensure that social work service with regard to care; support; protection and development of vulnerable individuals; groups; families and communities through the relevant programmes is rendered; Supervise and advise Social Workers; Social Auxiliary Workers and Student Social Workers to ensure an effective social work service; Keep up to date with the new developments in the social work field; Supervise all administrative functions required in the unit and undertake the higher level administrative functions.

**ENQUIRIES**

Mr MN Njomi (Umzimkhulu Service Office) Tel No: (079) 494 8856
Ms TS Sonjica (Port Shepstone Service Office) Tel No: (039) 682 4486
Ms SP Tantsi (Umlazi Service Office) Tel No: 031 918 8800
Ms NP Mhlongo (Obuka Service Office) Tel No: 035 797 1600
Ms GW Thomas (Mbabazane Service Office) Tel No: 036 634 6656
Ms MN Myeni (KwaMashu Service Office) Tel No: (031) 530

POST 09/212  ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT (X8 POSTS)

**SALARY**

R356 289 per annum (Level 09)

**CENTRE**

Harry Gwala District Ref No: DSD13/01/2019HARRY
Ugu District Ref No: DSD14/01/2019UGU
EThekwinini South District Ref No: DSD15/01/2019ETHSD
Ilembe District Ref No: DSD16/01/2019ILEMB
Umkhanyakude District Ref No: DSD17/01/2019UMKHA
King Cetshwayo District Ref No: DSD18/01/2019KING
Umnzinyathi District Ref No: DSD19/01/2019UMZI
Amajuba District Ref No: DSD20/01/2019AMAJ

**REQUIREMENTS**

Qualifications: National Diploma / Bachelor’s Degree in Human Resource Management/ Public Administration/Management /Business Administration; A minimum of 3-5 years’ administrative experience in Human Resource. A valid driver’s licence. Knowledge: Public Service Act and Regulations; Labour Relations Act; Skills Development Act; Treasury Regulations; Basic Conditions of Employment Act; Public Finance Management Act; Employee Performance Management and Development System; Service Delivery Frameworks; Occupational Health and Safety Act and Collective Agreements. Skills: Communication; Language; Listening; Organising; Report writing; Computer literacy; Interpersonal relations; Problem solving; Time management; Project management; Presentation; Negotiating; Financial management, Driving and PERSAL.

**DUTIES**

Provide human resource administration services; Administer the provisioning of human resource development; administer labour relations services; administer employee wellness programmes; Administer PERSAL support services; Provide advice; guidance and inputs to policies; Manage the resources of the District.
ENQUIRIES

Ms TW Gazu (Harry Gwala District) Tel No: (033) 395 9654
Mr S Govender (Ugu District) Tel No: (033) 395 9732
Ms TN Ndlou (EThekwini South District) Tel No: (031) 336 8705
Ms R Singh (ILembe District) Tel No: (031) 336 8718
Mr NH Siyaya (Umkhanyakude District) Tel No: (035) 874 8520
Ms NS Mbkazi (King Cetshwayo) Tel No: (035) 787 0008
Mr CM Ndaba (UMzinyathi District) Tel No: (034) 212 4600
Mr TM Nguse (Amajuba District) Tel No: (034) 317 2382

POST 09/213

ASSISTANT DIRECTOR: FINANCIAL AND MANAGEMENT ACCOUNTING (X8 POSTS)

SALARY

R356 289 per annum (Level 09)

CENTRE

Harry Gwala District Ref No: DSD21/01/2019HARRY
EThekwini South District Ref No: DSD23/01/2019ETHS
ILembe District Ref No: DSD24/01/2019LEM
Umkhanyakude District Ref No: DSD25/01/2019UMK
King Cetshwayo District Ref No: DSD26/01/2019KING
UMzinyathi District Ref No: DSD27/01/2019UMZ
Amajuba District Ref No: DSD28/01/2019AMAJ

REQUIREMENTS

Qualifications: National Diploma/ Bachelor's Degree in Financial Management/ Accounting. A minimum of 3-5 years' administrative experience in Financial Management. A valid driver’s license. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance Management Act and Treasury Regulations; Basic Accounting System (BAS); National and Provincial Treasury Practice Notes; Labour Relations Act; PERSAL; Employee Performance Management and Development System. Skills: Language; Listening; Computer literacy; Presentation; Interpersonal; Driving; Report Writing; Problem solving; Analytical thinking; Communications; Financial Management; Time Management; Numeracy.

DUTIES

Administer the provision of financial accounting; Administer management accounting; Manage payment of subsidies to Welfare Organizations; Manage Physical Facilities in the District; Provide advice, guidance and inputs to policies; Manage resources of the Division.

ENQUIRIES

Mr AA Peters (Harry Gwala and UGu Districts) Tel No: (033) 395 9654
Mr E Ngidi (EThekwini South and ILembe Districts) Tel No: (031) 336 8728
Mr NH Siyaya (Umkhanyakude District) Tel No: (035) 874 8520
Ms NS Mbkazi (King Cetshwayo) Tel No: (035) 787 0008
Mr PP Ndaba (UMzinyathi and Amajuba Districts) Tel No: (036) 635 6609

POST 09/214

ASSISTANT DIRECTOR: FINANCIAL REPORTING AND INTERNAL CONTROL REF NO: DSD29/01/2019HO (X2 POSTS)

SALARY

R356 289 per annum (Level 09)

CENTRE

Head Office

REQUIREMENTS

Qualifications: National Diploma/ Bachelor's Degree in Accounting, Management Accounting, Finance/ Auditing. A minimum of 3-5 years’ administrative experience in Finance/ Auditing/ Management Accounting. A valid driver’s license. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance Management Act; Treasury Regulations; Basic Accounting System; Service Delivery Frameworks; Government Financial Processes; National Treasury Practice Notes; Provincial Treasury Practice Notes; Employee Performance Management and Development System. Skills: Communication; Planning; Team development; Decision making; Problem solving; Report Writing and General (Academic) writing; Financial management; Budgeting systems; Analytical; Driving.

DUTIES

Administer the compilation of Annual Financial Statements and Interim Financial Statements; Administer the submission of Annual Financial Statements to the Auditors-General and Provincial Treasury; Administer the formulation of creative solutions to enhance appropriate record management, credible information and
monitor reporting frameworks and timelines; Provide advice, guidance and input to policies; Manage resources of the Sub-Directorate.

ENQUIRIES : Mr BS Ndaba Tel No: (033) 264 5412

POST 09/215 : ASSISTANT DIRECTOR: INVENTORY MANAGEMENT REF NO: DSD30/01/2019HO

SALARY : R356 289 per annum (Level 09)
CENTRE : Head Office
REQUIREMENTS : Qualifications: National Diploma/ Bachelor’s Degree in Financial Management/ Supply Chain Management/ Public Management/ Administration. A valid driver’s license. A minimum of 3-5 years’ Administrative experience in Inventory/ Stores/ Asset Management. Knowledge: Public Service Act and Regulations; Public Finance Management Act; Treasury Regulations; Knowledge/ understanding of Stores and Assets Management Systems as well as Supply Chain Management practices and procedures; Employee Performance Management and Development System. Skills: Communication; Project Management; Computer Literacy; Interpersonal relations; Problem solving; Interviewing; Analytical; Presentation; Organizing; Driving.

DUTIES : Ensure management of cellphone and 3G; Exercise control over stores and assets, and verify stock taking; Ensure that disposal is conducted effectively; Provide advice, guidance and input to policies; Manage resources of the Division.

ENQUIRIES : Ms W Mkondweni Tel No: (033) 264 2039

POST 09/216 : ASSISTANT DIRECTOR: INFRASTRUCTURE PLANNING AND DELIVERY REF NO: DSD31/01/2019HO

SALARY : R356 289 per annum (Level 09)
CENTRE : Head Office
REQUIREMENTS : Qualifications: National Diploma/ Bachelor’s Degree in Civil Engineering/ Architecture. A minimum of 3-5 years’ Administrative experience in Infrastructure Planning and Delivery. A valid driver’s license. Knowledge: Constitution of the Republic of South Africa, Public Service Act and Regulations; Public Finance Management Act; Planning and Management of construction of physical facilities; Land Regulation and SA Development Trust; National Building Regulations; Labour Relations Act; Policies with regard to physical facilities. Skills: Communication; Writing; Decision making; Analytical and innovative thinking; Computer literacy; Interpersonal relations and networking; Problem solving; Financial Management; Time Management; Project Management; Planning and Organizing; Driving.

DUTIES : Administer compliance, quality and physical progress for all infrastructure projects and compile reports; Provide efficient consolidation of infrastructure delivery processes; Provide technical advice and support on infrastructure projects; Implement and maintain norms and standards for departmental facilities; Undertake short and long term project planning; Provide advice, guidance and input to policies; Management resources of the Division.

ENQUIRIES : Mr HB Ngwane Tel No: (033) 348 5590

POST 09/217 : COMMUNITY DEVELOPMENT SUPERVISOR GRADE 1-2 (X3 POSTS)

SALARY : R344 184 – R488 529 per annum (Grade 1-2)
CENTRE : Harding Service Office (UGu District) Ref No DSD32/01/2019HARD
Obuka Service Office (King Cetshwayo District) Ref No DSD33/01/2019OBUK
Mbabazane Service Office (UThukela District) Ref No: DSD34/01/2019MBAB

REQUIREMENTS : Qualifications: Bachelor’s Degree in Community Development / Development Studies/ Social Sciences; A minimum of 7 years’ experience in Community Development field/ Arena; A valid driver’s license; Knowledge: Public Service Act and Regulations; Batho Pele principles; Understanding of human behavior and social system and legislation to assist with interventions at the point where people interact with their environments in order to promote self- empowerments; Ability and competence to coordinate community development structures; Understanding of social dynamics of communities; Employee Performance Management and
Development System. Skills: Planning and organizing; Communication (verbal and written); Financial Management; interpersonal; presentation; monitoring and evaluation; people management; project management; Research and report writing; problem solving; Computer literacy; numeracy; language and driving.

**DUTIES**

Supervise the identification; facilitation and implementation of integrated community development interventions in partnership with the community and other relevant stakeholders and to assist employees engaged in this function by resolving problems; Supervise and support community development practitioners to ensure that there is communication and co-ordination with all relevant role players; internal and external departments/provinces; NGO’s local community structures and faith based organizations to facilitate intersectional collaboration; integrated planning and the establishment of partnerships to ensure sustainability of development activities within the community; Supervise and guide community development practitioners to enhance their performance on community development and to perform administrative support on community development and related activities; Keep up to date with new developments in the community development field to enhance service delivery; Supervise and advise community development practitioners to ensure an efficient and effective service.

**ENQUIRIES**

Ms NG Tshalata (Harding Service Office) Tel No: (039) 433 1010
Ms NP Mhlongo (Obuka Service Office) Tel No: 035 797 1600
Ms GW Thomas (Mbabazane Service Office) Tel No: 036 334 6656

**POST 09/218**

**STATE ACCOUNTANT: FINANCIAL REPORTING AND INTERNAL CONTROL**

**REF NO:** DSD35/01/2019HO (X4 POSTS)

**SALARY**

R242 475 per annum (Level 07)

**CENTRE**

Head Office

**REQUIREMENTS**

Qualifications: A National Diploma/Bachelor’s Degree in Accounting/Management Accountant/ Finance/Auditing, A valid driver’s license, A minimum of 3-5 years’ administrative experience in Accounting/Management Accounting/Finance/Auditing. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance Management Act; Treasury regulations; Basic Accounting system; Service delivery frameworks; Government Financial Processes; National Treasury Practice Notes; Provincial Treasury Practice Notes. Skills: Communication; Planning; Organizing; Interpersonal relations; Financial management; Analytical; Computer literacy and Driving.

**DUTIES**

Undertake Financial reporting service; Provide input and assistance in the submission of Annual Financial Statements to the Auditor General and Provincial Treasury; Conduct relevant training on Financial Procedures. Ensure safekeeping of documents.

**ENQUIRIES**

Mr BS Ndaba Tel No: (033) 264 5412

**POST 09/219**

**PERSONAL ASSISTANT: (X3 POSTS) (SECURITY MANAGEMENT REF NO: DSD36/01/2019SECM; STRATEGY AND PLANNING REF NO: DSD37/01/2019STRAT; FINANCIAL ACCOUNTING REF NO: DSD38/01/2019FIN)**

**SALARY**

R242 475 per annum (Level 07)

**CENTRE**

Head Office

**REQUIREMENTS**

Qualifications: National Diploma/ Bachelor's Degree in Office Management/Management Assistant, A minimum of 3-5 years of experience in rendering a support service to senior management. Knowledge: Knowledge on the relevant legislation/policies/prescripts and procedures; Basic knowledge on financial administration. Skills: Language; Good telephone etiquette; Computer literacy; Sound organizational; written communication; Numeracy.

**DUTIES**

Provide secretarial/ receptionist support service to the Director; Provide administrative support services; Provide support to the Director regarding meetings; Support the Director with the administration of the Directors budget; Study the relevant Public Service and Departmental prescripts/policies and other documents.

**ENQUIRIES**

Mr SP Sishi (Security Management Service) Tel No: 033 348 5583
Mr PR Madela (Strategy and Planning) Tel No: 033 264 5411
<table>
<thead>
<tr>
<th>POST 09/220</th>
<th>PROFESSIONAL NURSE (GRADE 1-3) REF NO: DSD39/01/2019KHANY (X2 POSTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SALARY</td>
<td>R241 908 - R459 294 per annum</td>
</tr>
<tr>
<td>CENTRE</td>
<td>Khanyani CYCC</td>
</tr>
<tr>
<td>REQUIREMENTS</td>
<td>Qualifications: National Diploma/ Bachelor's Degree in Nursing; Registration with the South African Nursing Council (SANC) as a Professional Nurse; Proof of Current registration with the South African Nursing Council (SANC) as a Professional Nurse. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Nursing care process and procedures; Nursing Statutes; and other relevant legal frameworks; Nursing Act; Occupational Health and Safety Act; Patients’ right Charter; Batho-Pele principles; Disciplinary Code and Procedure; Grievance Procedure; etc.; Employee Performance Management and Development System. Skills: Communication; Interpersonal relations; Report writing; Facilitation; Presentation; Problem solving; Analytical thinking; Self-disciplined; Organizing; Computer Literacy; Numeracy; Language.</td>
</tr>
<tr>
<td>DUTIES</td>
<td>Provide direction and supervision for the implementation of the nursing plan (clinical/quality patient care); Implement standards; practices; criteria and indicators for quality nursing (quality of practices); Practice nursing and health care in accordance with the Law and Regulations relevant to nursing and health care; Maintain a constructive working relationship with nursing and other stakeholders; Utilize human; material and physical resources efficiently and effectively.</td>
</tr>
<tr>
<td>ENQUIRIES</td>
<td>Mr TM Nguse (Khanyani CYCC) Tel No: 034 317 2529</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>POST 09/221</th>
<th>COMMUNITY DEVELOPMENT PRACTITIONER GRADE 1-3 (X4 POSTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SALARY</td>
<td>R204 951- R409 137 per annum</td>
</tr>
<tr>
<td>CENTRE</td>
<td>Phoenix Service Office (EThekwini North District) Ref No: DSD40/01/2019PHOEN Umlazi Service Office (EThekwini South District) Ref No: DSD41/01/2019UMLAZ (X2 Post) Ndwedwe Service Office (ILembe District) Ref No: DSD42/01/2019NDWE</td>
</tr>
<tr>
<td>REQUIREMENTS</td>
<td>Qualifications: National Diploma/ Bachelor’s Degree in Community Development/ Development Studies; A Valid Driver’s license. Knowledge: Public Service Act and Regulations; Batho-Pele principles; Understanding of human behavior and social system and legislation to assist with interventions at the point where people interact with their environments in order to promote self-empowerments; Knowledge of community development work; skills; attitudes and values of communities; Ability and competence to coordinate community development structures and ability to manage projects; Ability to influence individuals and group to participate in their own self-empowerment; Understanding of social dynamics of communities; Employee Performance Management and Development System. Skills: Computer literacy; Planning and organizing; Communication (verbal and written); Financial Management; Interpersonal; Presentation and facilitation; Monitoring and Evaluation; Project Management; Research; Report writing; Problem solving; Numeracy; Language and Driving.</td>
</tr>
<tr>
<td>DUTIES</td>
<td>Identify and facilitate the implementation of integrated community development interventions in partnership with the community and other relevant stakeholders; Liaise and co-ordinate with all relevant role players; internal and external (in Departments/ Provinces, NGO’S, local community structures and faith based organizations) to facilitate collaboration and to establish partnerships to ensure the sustainability of development actions within the community; Support communities and perform administrative support on community development and related activities; Keep up to date with new developments in the community development field to enhance service delivery.</td>
</tr>
<tr>
<td>ENQUIRIES</td>
<td>Ms S Moodley (Phoenix Service Office) Tel No: (031) 507 8827 Ms SP Tantsi (Umlazi Service Office) Tel No: (031) 918 8800 Ms XM Shange (Ndwedwe Service Office) Tel No: (032) 533 5021</td>
</tr>
</tbody>
</table>
POST 09/222: CHILD AND YOUTH CARE SUPERVISOR (GRADE 1-2) REF NO: DSD43/01/2019KHANY

SALARY: R187 560- R249 831 per annum
CENTRE: Khanyani CYCC
REQUIREMENTS: Qualifications: National Diploma/ Bachelor's Degree in Child and Youth Care Development; Registration with South African Council for Social Services Professions as a Child and Youth Care Worker; Proof of current Registration with the South African Council for Social Services Professions as Child Youth Care Worker. A minimum 10 years' experience in child and youth care work after obtaining the required qualification. Knowledge: Public Service Act and Regulations; Child justice Act; The Children's Act; Probation Service Act; Prevention and Treatment of drug Dependency Act; Children rights principles Employee Performance Management and Development System; Batho-Pele Principles; Administrative Procedures; New development and methodologies in Child and Youth Care Work. Skills: Communication; Interpersonal relations; Problem solving; Policy analysis; Organizing; Computer literacy; Counselling; Analytical; Presentation; Facilitation; Numeracy; Language.
DUTIES: Facilitate and supervise (secure) the caring for and life space interventions for children and young people. Provide supervision in relation to basic life space work to promote the development and care of children and youth. Supervise staff to ensure an effective care service. Keep up to date with new developments in the child and youth care field. Supervise and perform the administration functions.
ENQUIRIES: Mr TM Nguse (Khanyani CYCC) Tel No: 034 317 2529

POST 09/223: CHILD AND YOUTH CARE TEAM LEADER (GRADE 1-2) REF NO: DSD44/01/2019KHANY (X2 POSTS)

SALARY: R148 065 – R204 951 per annum
CENTRE: Khanyani CYCC (Amajuba District)
REQUIREMENTS: Qualifications: National Diploma/ Bachelor's Degree in Child and Youth Care Development; Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker; Proof of current Registration with the South African Council for Social Services Professions as Child Youth Care Worker; A minimum of 7 years' experience in Child and Youth Care work after obtaining the required qualification Knowledge: Public Service Act and Regulations; Batho-Pele Principles; The Children's Act; Child Care Act; Children rights principles; Standard operation procedure on routine Programmes; Developmental approach to therapeutic work; Understanding the basic needs of children and youth; Developmental Programmes; Developmental assessment procedures; Lifespan development theories for application in child and youth care work; Rules and procedures of the child and Youth Care Centre. Skills: Communication; Problem Solving; Interpersonal relations; Organizing; Counselling; Computer literacy; Numeracy; Language.
DUTIES: Perform team leader duties; Undertake inspections and report on incidents and problems identified; Perform administrative work relevant to the job; Provide care as the need arises.
ENQUIRIES: Mr TM Nguse (Khanyani CYCC) Tel No: 034 317 2529

POST 09/224: CHILD AND YOUTH CARE WORKER: (X39 POSTS)

SALARY: R132 729 – R176 796 per annum Grade 1-2
CENTRE: Ngwelezane CYCC (King Cetshwayo District) Ref No: DSD45/01/2019NGWELEZ
Princess Mkabayi CYCC (UMzinyathi District) Ref No: DSD46/01/2019PRINCESS (X17 Posts)
Sinethemba CYCC (Amajuba District) Ref No: DSD47/01/2019SINETH (X7 Posts)
Newcastle School of Industries (Amajuba District) Ref No: DSD48/01/2019NEWCA (X5 Posts)
Khanyani CYCC (Amajuba District) Ref No: DSD49/01/2019KHANY (X9 Posts)
REQUIREMENTS: Qualifications: Grade 12 Certificate plus a basic Child & Youth Care qualification as recognized by HWSETA/ National Diploma in Child and Youth Care Development; Registration with South African Council for Social Services
Professions as a Child and Youth Care Worker; Proof of current Registration with the South African Council for Social Services Professions as Child Youth Care Worker. Knowledge: Public Service Act and Regulations; Batho-Pele principles; Development Programmes; Clerical/Administrative procedures; Knowledge of the rules and procedures of the center. Skills: Communication; Problem solving; Interpersonal relations; Organizing; Counselling; Computer literacy; Numeracy; Language.

**DUTIES**: Receive children and youth to the care facility after admission; Ensure that children/youth receive medical services; Assist with the implementation of planned activities; developmental and therapeutic programmes; Engage in basic life space work to promote the development and care of children and youth; Perform administrative work relevant to the job.

**ENQUIRIES**: Ms PF Mdletshe (Ngwelezane CYCC) Tel No: (035) 794 2302  
Ms PN Ndlandla (Princess Mkabayi CYCC) (034) 271 0031  
Ms IZ Dladla (Sinethemba CYCC) Tel No: (034) 317 3233  
Ms AT Mntambo (Newcastle School of Industries) Tel No: 034 317 1254  
Mr TM Nguse (Khanyani CYCC) Tel No: 034 317 2529