### POST 13/90: HEAD CLINICAL UNIT: SURGERY REF NO: HCU/SUR/2019

**SALARY**: R1 643 352 per annum  
**CENTRE**: Addington Hospital: KwaZulu-Natal  
**REQUIREMENTS**: MBChB Degree, Registration certificate with the Health Professions Council as a Specialist-Surgery, Annual fees registration renewal with HPCSA 2019/2020, Three (3) years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in Surgery. Certificates of service proving at least three (3) years’ experience as a Specialist in Surgery. Knowledge, Skills Training and Competencies Required: Proven management ability, sound communication, negotiation, planning, organizing, leadership, decision-making and interpersonal skills. Financial management and Human Resource Management. Conflict resolution and problem-solving skills. Cross cultural awareness. A concern for excellence. Presentation skills. Sound teaching and Supervisory skills. Ability to function in a multi-disciplinary team.  
**DUTIES**: Control and management of clinical services as delegated by the Manager of the post. Maintain satisfactory clinical, professional and ethical standards related to these services. To provide effective & efficient specialist consultant care at regional level within the scope of acceptable and up to date practices in order to contribute to optimal health care. Supervision of and effective utilization of medical staff in these areas. Develop systems and protocols in collaboration with Heads of clinical departments to ensure timeous and effective management of referred patients. Conduct clinical audits including Morbidity and Mortality reporting and review and clinical documentation audits. Conduct, assist in, and stimulate research.  
**ENQUIRIES**: Dr A Aron Tel No: 031 327 2570  
**APPLICATIONS**: All applications should be forwarded to: Attention: The Human Resource Department, Addington Hospital, P O Box 977, Durban, 4000 OR dropped off in Room 23, Human Resource Department, 1st Floor, and Addington Hospital.  
**NOTE**: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview.  
**CLOSING DATE**: 23 April 2019

### POST 13/91: MANAGER – MEDICAL SERVICES REF NO: WWH02/2019 (X1 POST)

**SALARY**: R1 115 874 – R1 238 451 per annum (Total Package)  
**CENTRE**: Wentworth Hospital  
**REQUIREMENTS**: A tertiary qualification (MBChB or equivalent), plus Proof of current registration as a Medical Practitioner. Full registration with Health Professionals Council as a Medical Practitioner, plus a Minimum of 8 years appropriate experience after
registration with HPCSA as a Medical Practitioner of which 2 years must be in a Supervisory/ Management capacity. Knowledge of current health and public service legislation and policies. Sound clinical knowledge, experience in the respective disciplines. Excellent human relations, communication skills, leadership and team building skills. Ability to develop and monitor policies. Computer Literacy. Sound negotiation, planning, organizing, decision making and conflict management skills. Sound knowledge of clinical skills in medical disciplines and management skills. Knowledge and experience in the District Health System.

**DUTIES**

Ensure the provision of protocols and guidelines to the Medical and Allied Professions team. Formulate policies and procedures for clinical services and ensure that they are in accordance with the current statutory regulations and guidelines. Provide leadership, management and support to all Cluster Managers, Clinical Heads, Clinical Managers, Pharmacy, Allied Health Professionals and staff under their supervision. Conduct service assessment and implement quality improvement programs. Lead Clinical Governance functions within the institution. Facilitate resuscitation programs and disaster management systems. Liaise with other stakeholders within and outside Department of Health such as Chief Specialists, other Hospital management teams, the District Office and Medical School on medical and management issues. Ensure optimal/ efficient use of resources, both human resources and financial resources. Ensure continuous monitoring of morbidity and mortality through clinical audits. Monitor and evaluate patient care delivery. Maintain discipline and deal with grievances and Labour Relations issues in terms of the laid down procedures and policies. Monitor and manager staff performance. Develop and sustain a hospital CME program. Establish Integrated Primary Health Care Systems in Wentworth Hospital District and surrounding feeder clinics. Develop Integrated Primary Health Care plan to capacitate all clinics, training doctors, nurses and other staff. Improve Clinical Quality and Patient Satisfaction at all institutional clinics. Establish multi-disciplinary teams and improve competencies of Health Care Workers. Participate in Senior Management and strategic activities. Perform clinical duties as situation demands. Deputize CEO as required. Manage information of clinical priority programs.

**ENQUIRIES**

Mrs. M. M. Mkhize Tel No: (031) 460 5001

**APPLICATIONS**

Applications to be forwarded to: The Human Resource Department, Wentworth Hospital, Private Bag, Jacobs, 4026 OR Hand deliver to Wentworth Hospital, 1 Boston Road, Management Boardroom.

**FOR ATTENTION**

Mr. M. S. Mgoza

**NOTE**

Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83, Comprehensive Curriculum Vitae, certified copies of identity document, educational qualifications and professional registration certificates - not copies of certified copies. Persons with disabilities should feel free to apply for the post. Applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions wills results to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

**CLOSING DATE**

26 April 2019

**POST 13/92**

CLINICAL MANAGER (OBSTETRICS AND GYNAECOLOGY) REF NO: GTN 15/2019

**SALARY**

Grade 1: R1 115 874 per annum
CENTRE : Greytown Hospital

REQUIREMENTS:
- Senior Certificate/ Matric or Grade 12. MBCHB degree or equivalent qualification.
- Current registration certificate with HPCSA as Medical Practitioner with the HPCSA as Medical Practitioner. At least (05) five years’ experience as a Medical Practitioner with the HPCSA. Valid driver’s license code EB. Knowledge of health legislation and policies at public institution. Excellent human, communication and leadership skills. Sound knowledge and clinical skills. Ability to develop policies. Sound knowledge of obstetrics and Gynaecology. Computer literacy. Sound negotiation, planning, decision making and conflict management skills. Proof of training in ESMOE. Good team building and problem solving skills. Knowledge of medical disciplines and management skills. Knowledge and experience in District Health System.

DUTIES:
- Management of Obstetrics and Gynaecology inpatients. Provide the management support and supervision to all medical officers in maternity wards and theatre.
- Support continuous professional development by information seminars and scheduling external Meetings. To ensure provision of protocols and guidelines to doctors. Participate to quality improvement plans. Provide an after hour emergency Obstetrics and Gynae services. Ensure running Antenatal and Gynae out Patient clinic.
- Manage labour ward and Theatre. Participate in academic activities of the department and teaching of junior staff. Participate to the running of the obstetrics services in the community referral clinics. Work as a part of team providing districts hospital based Obstetrics and Gynecology services under consultant guidance.
- Support clinics referring to Obstetrics and Gynaecology department.

ENQUIRIES:
Ms KJ Mngadi Tel No: 033 4139 450

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

FOR ATTENTION:
Mr LP Ntombela

CLOSING DATE:
26 April 2019

POST 13/93:
MEDICAL OFFICER GRADE 1, 2, 3 REF NO: GTN 12/2019

REQUIREMENTS:
- Grade 1: Registration with HPCSA as a Medical Practitioner, Foreign Health professional council of whom, it is no required to performed Community Service.
- Grade 2: Minimum of 5years’ experience after registration with a recognized foreign health professional council of whom it is not required to perform Community Service; Grade 3: Minimum of 10 years’ experience After registration with HPCSA as a Medical Practitioner post Community service. Foreign candidates Require 11years relevant experience after registration with a recognizable foreign health professional Council, of whom it is not required to perform Community Service; Experience in Surgery/orthopedics and / or obstetrics and anaesthetics will be a recommendation Must meet prescribed requirement). Ability to give Spinal to general anesthetic when the need arises. Ability to work independently and without supervision for the after-hours call duties. Ability to do Caesarian sections, to Ectopic pregnancies etc. A sound working knowledge in the basic medical disciplines allow accurate diagnosis and appropriate management of clinical problems with specific emphasis on surgery. Broad knowledge of medicine and surgery as well as Obstet&Gynae, Paeds, Trauma. Ability to function in a multidisciplinary team. Good Communication and interpersonal skills.

DUTIES:
- Ensure effective, early and correct and cost effective, investigation and follow up treatment of patients. Provide a holistic patient care, inclusive of examining and formulating of patient treatment plans. Maintain accurate patient medical records. Provide preventive health interventions. Train and supervise medical interns, medical students and other personnel. Perform operating theatre work on an elective and emergency basis e.g. Caesarian section, minor surgical procedures etc. Participate in emergency after hours service. Actively participate in quality
improvement programme (morbidity and mortality meetings clinical audits and risk management). Perform medico legal duties.

ENQUIRIES : Ms PPL Nkala Tel No: 033 4139 41
APPLICATIONS : should be forwarded to: Human Resource Manager, Private Bag X 5562, Greytown, 3250.
FOR ATTENTION : Mr LP Ntombela
CLOSING DATE : 26 April 2019

POST 13/94 : MEDICAL OFFICER REF NO: ST 23/2019 (X1 POST)

Component: Internal Medicine

SALARY : Grade 1: R780 612 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance
Grade 2: R892 551 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance
Grade 3: R1 035 831 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance

CENTRE REQUIREMENTS : Grade 1: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner.
Grade 2: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner. Grade 3: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner. Knowledge, Skills and Experience Required: Sound knowledge and skills in Emergency Medicine including advanced adult and Paediatric resuscitative intervention. Sound clinical knowledge in General medicine including management of acute and chronic medical conditions. Good interpersonal and supervisory skills. Ability to work in challenging environment. Sound assessment, diagnostic and management skills. Knowledge and skills in Emergency care. ACLS, PALS, ATLS or Diploma in Primary Emergency Care is recommended. Recommendation: ACLS certification. Knowledge, Skills and Experience Required: Sound medical knowledge in Internal Medicine and experience and ability in dealing with chronic, Subacute and Acute Medical condition. Working knowledge of medical protocols, health policies, acts and regulations. Ability to work in a multi-disciplinary team setting. Ability to perform procedures. Ability to resuscitate patients. Excellent communication skills. Ability to work and maintain meaningful relationships with a diverse community. Resilience and ability to cope with change. Ability to make difference. Ability to work in a challenging environment. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.

DUTIES : Clinical duties as per hospital/departmental requirements, including commuted overtime. Provision of quality of care, assisting HOD with quality assurance, quality improvement projects, morbidity and mortality reviews, monthly various type of audits, development of clinical patient guidelines, policies. Patient Satisfaction, patient satisfaction surveys, reducing waiting times, identifying, meeting and surpassing patient’s expectations. Conduct research. Maintain and continuously improve professional and ethical standards. Active participation in academic activities. Outreach programmes. To provide training for nurses, junior staff, interns and medical students.

ENQUIRIES : Dr B Ramjiwan (Head of Department) Tel No: 032- 437 6263
APPLICATIONS : Applications to be forwarded to: Human Resources Department, The Human resource manager, Stanger Hospital, Private Bag x10609, Stanger 4450
FOR ATTENTION : Mr. S. Govender
NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za. 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 23/2019. 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. Current Community service Medical Officers are welcome to apply.

CLOSING DATE : 26 April 2019

POST 13/95 : OPERATIONAL MANAGER-SPECIALTY: POSTNATAL WARD REF NO: CL02/2019

SALARY : R532 449 – R599 274 per annum
CENTRE : Clairwood hospital
REQUIREMENTS : National Senior Certificate (Grade 12) Diploma/degree in General and Midwifery plus nursing or equivalent qualification that allows registration with the South African year post basic qualification in advanced midwifery and Neonatology. Current registration with the South African Nursing Council (SANC) 2019. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to the above must be appropriate/recognizable experience in the specific specialty after obtaining the 1-year post-basic qualification in the relevant specialty (Advanced Midwifery and Neonatology). Certificate of service endorsed by HR.

DUTIES : Department. In depth Knowledge of nursing legislation and related legal and ethical practices. Leadership, mentoring and must maintain quality service delivery. Understanding of nursing legislation and related legal and ethical nursing practices and their impact on service delivery. Knowledge of code of conduct, Labour relation and related policies. Knowledge of programmes i.e. PMTCT, PPIP etc. Good interpersonal and team building skills. Conflict management skills. Good communication skills both verbal and written. Improve material and neonatal care by implementing protocols as stipulated by national provincial, district at facility level. Participate in the development and implementation of clinical policies, procedures and guidelines for IMCI and related programs / project s. Ensure adherence to legal framework for management obstetrical emergencies by determining the level of risk, initiating and coordinating effective emergency care. Identify and monitor clinical progress and outcome to determine the effectiveness and appropriateness of the care plan for both normal and abnormal outcomes. Maintain client's satisfaction, through quality service, innovation and nursing care by uploading relevant framework. Ensure management of integrated services e.g. PMTCT, STI and TB, EPI etc. Ensure implementation, monitoring and evaluation of all relevant programmes e.g. PPIP, CHIPP, CHIPP, CARMMA, MBFI, ESOMOE etc. Monitor infection control within the postnatal ward. Ensure sound Labour relation aspect e.g. disciplinary action, grievance procedure, absenteeism management, abscondment procedure etc. Monitor implementation of national core standards and ideal hospital realization. Monitor implementation of child health services. Monitor implementation of child health indicators, formulation of QIP’s and progress thereof. Ensure implementation of (5) Five-point contraceptive strategy. Strengthen implementation of MCWH programmes as per national guide lines. Identify, develop and control risk management systems within the unit. Ensure effective data management systems are in place and monitoring of the relevant data indicators thereof.

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 from Employers and verification from the Company Intellectual Property Commission (CIPC).

CLOSING DATE: 23 April 2019

POST 13/96: MEDICAL SPECIALIST – (GRADE 1, 2, 3) - (SESSIONAL) REF NO: GS 28/19
18 Sessions (Hours) Per Week- Contract – 6 Months
Component – Orthopaedics

SALARY: Grade 1: R473 616 per annum
Grade 2: R541 008 per annum
Grade 3: R628 056 per annum

CENTRE: Greys Hospital, PMB Metropolitan Hospitals Complex

REQUIREMENTS: Minimum Requirements: A qualification in Health Science: PLUS Registration with the Health Professions Council of South Africa as a Specialist 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.

Grade 3: Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist. Knowledge, Skills, Training and Competence Required: 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: Help with the development of District and Regional Orthopaedic Level of Care where the need exists. Continuously monitor service delivery in outlying areas and institute quality improvement measures to correct deficiencies. Participate in Outpatient Assessment and Treatment, Ward Rounds and Operative Treatment. Management: Engagement with relevant stakeholders within the Pietermaritzburg and Outlying Hospitals concerning Orthopaedic services and training. 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. Co-ordination/Integration of Orthopaedics in Outlying Hospitals. Teaching and Learning: Develop Teaching/learning programme relevant to District/Regional Outlying Hospitals. Skills transfer programme by active participation in Outreach Programmes. Research: To pursue research relevant to the pressing need of Orthopaedic in District and Regional Orthopaedics.

ENQUIRIES: Dr ME Senoge Tel No: 033-897 3299
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 28/19. 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: 23 April 2019

POST 13/97: CLINICAL PROGRAMME COORDINATOR-CCG COORDINATOR GRADE 1
REF NO: UMZIN 04/2019

SALARY: R420 318 per annum. Other Benefits: 13th cheque, Medical aid: Optional, Homeowner’s allowance: Employee must meet prescribed requirements, Rural allowance on claim basis

CENTRE: Umzinyathi Health District Office

REQUIREMENTS: Grade 12/ Matric certificate. An appropriate B Degree/ National Diploma or equivalent qualification in Nursing PLUS Minimum of 7 years appropriate /recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. Current Registration with SANC. Valid Driver’s License – Code 8 plus Proof of Computer Literacy – Ms Office (Word, Excel, Outlook & PowerPoint). Attach Proof of previous and / or Current Employment verified, signed and stamped by HR Department/ Employer. Recommendations: Experience in the CCG programme or related community work. Knowledge, Skills and Competencies Required: Project management, Excellent management, facilitation, communication and interpersonal skills. Report writing abilities. Financial Management skills. Empathy and counselling skills and knowledge. Ability to make independent decisions. An ability to priorities issues and other work related matters and to comply with timeframes. Proven initiative, decisiveness and the ability to acquire new knowledge swiftly. A clear understating of challenges facing the Public Sector.

DUTIES: Co-ordinate and manage the Community Care Giver Programme. Ensure that all resources for the CCG programme are available. Strengthen community mobilization with the aim of creating community involvement and participation. Ensure integration of services for CCG’s with all community based programs viz. Operation Sukuma Sakhe, Phila Mntwana Centers, War rooms etc. Facilitate and support the Sub-Districts with the recruitment of all CCG’s and CCG Supervisors with an aim of ensuring coverage of grey areas in the District. Facilitate capacity building of all CCG’s and CCG Supervisors. Co-ordinate District meetings with DOH and DSD Community Care Givers/Fieldworkers. Work with all relevant internal and external stakeholders to ensure implementation of priority programmes through the CCG program. Monitor CCG targets and monitor the output at all facilities, Sub-Districts and District level. Ensure that weekly facility and monthly Sub-District CCG meetings are conducted. Compile monthly, quarterly and annual reports and submit to direct supervisor and Head office. Ensure that verification of all CCG’s is done working closely with HR. Ensure that the community based model is implemented whilst providing clear direction for all CCG’s, CCG Supervisors and Outreach Team Leaders.

ENQUIRIES: Mrs. S Sibiya Tel No: (034) 2999 103

APPLICATIONS should be forwarded to: The Human Resource Office, 34 Wilson Street, Umzinyathi Health District Office, Dundee, Private Bag X 2052, Dundee 3000

FOR ATTENTION: Ms. M Ngwenya
CLOSING DATE : 26 April 2019

POST 13/98 : PROFESSIONAL NURSE SPECIALTY – (ORTHOPAEDICS) GRADE 1 TO 2
REF NO: ST 24/2019 (X1 POST)
Component: Orthopaedics

SALARY : Grade 1: R362 559 per annum Plus 8% rural allowance
Grade 2: R445 917 per annum Plus 8% rural allowance
Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional
[Employee must meet prescribed policy requirements]

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 Orthopaedics. 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 : Provide comprehensive, quality nursing care to patients/ clients in a specialty unit in a cost effective, efficient manner. 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. Able 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 awareness and willingness to respond to patient’s needs, requirements and expectations (Batho Pele). Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Ensure compliance with all national, provincial and professional prescripts in order to render a safe patient service and improve client satisfaction. Participate in the analysis and formulation of nursing policies and procedures. Assist in EPMDS evaluation of staff within the unit and participate in monitoring the training need of staff. Provide direct and indirect supervision of all staff within the unit and give guidance. Order and monitor appropriate level of consumables. Ensure that equipment in the unit is adequate and is checked and in working order. Provide for safe, therapeutic and hygienic environment. Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Demonstrate an understanding of Human Resource and Financial Management Policies and procedures. Monitor and evaluate the care and Management of all patients and ensure the maintenance of accurate and complete patients records.

ENQUIRIES : Mr S.W Dlamini (Assistant Manager Nursing) Tel No: 032 437 6183
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 for 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/17/2019. 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.

**CLOSING DATE** : 26 April 2019

**POST 13/99** : CLINICAL NURSE PRACTITIONER GR 1, 2 REF NO: GAM CHC 08/2019

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

**CENTRE** : Gamalakhe CHC: Ntabeleni Clinic

**REQUIREMENTS** : STD 10 Certificate, Degree / Diploma in General nursing plus 1 year post basic qualification in Primary Health Care. Current registration with SANC (2019 Receipt). Experience: **Grade 1**: A minimum of 4 years appropriate / recognizable experience in nursing, 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 of which 10 years must be experience after obtaining the one year post basic qualification in Primary Health Care. NB: Proof of work experience and/or certificates of service. Knowledge, Skills and Competencies: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients’ Rights Charter, Labour Relations Act, Grievance procedures, etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counselling. Financial and budgetary knowledge. Good in-sight of procedures and policies pertaining to nursing care. Computer skills in basic programs.

**DUTIES** : Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community. Provide administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Promote scientific quality nursing care by functioning as a therapeutic team, coordinating between CHC and community and preventing medico-legal hazards. Ensure proper utilization and management of resources. Encourage research by assisting in departmental projects and always ensuring that the community needs, are taken into account including operation Sukuma Sakhe. Ability to handle obstetric and emergencies and high risk conditions. Ensure participation in National Core Standards and also Ideal Clinic realization. Assist the unit manager with overall management and necessary support for effective functioning in the facility. Participate in clinical records audits and monitor priority programs. Advocate for Nursing Professionalism and Ethics.

**ENQUIRIES** : Mrs N.O. Ndwendwe Tel No: 039-318 1113

**APPLICATIONS** : should be forwarded to: The CHC Manager, Gamalakhe Community Health Centre, Private Bag X 709, Gamalakhe, 4249

**FOR ATTENTION** : Human Resource Department

**CLOSING DATE** : 26 April 2019
POST 13/100 : PROFESSIONAL NURSE SPECIALTY GRADE 1&2: REF NO: HRM14/2019(X9 POSTS)
Directorate: Department of Obstetrics and Gynaecology

SALARY : Grade 1: R362 559 – R420 318 per annum
Grade 2: R445 917 - R548 436 per annum
Other Benefits: Medical Aid (optional), housing allowance: employee must meet prescribed requirements.

CENTRE : King Edward VIII Hospital (KEH)

REQUIREMENTS : Matric/ Senior Certificate or Equivalent qualifications. Degree / Diploma in General nursing or equivalent that allow as registration with SANC as professional nurse plus one year post basic qualification in Advanced Midwifery. Current proof of registration (receipt) with SANC as general professional nurse and post basic.

Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse.
Grade 2: Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC in nursing of which 10 years must be appropriate/recognizable experience in the specialty after obtaining one year post basic qualification in the relevant field (advanced midwifery). Certificate of service endorsed by Human Resource Department.
Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care process and procedures, nursing statutes and other relevant legal framework such as nursing act, Health and Safety Act, patient and right charter, Batho Pele principles, public service Regulations, Labour Relations Act, Disciplinary Code and procedure, Grievance Procedure. Good skills in communication, report writing, facilitation, co-ordination, problem-solving, planning and organizing, team building, decision making and computer literacy.

DUTIES : diagnose and manage obstetric emergencies. i.e. Eclampsia APH, Etc. identify high risk clients during ante-partum and post-partum periods manage them according to hospital policy. Develop mission and vision and objectives for obstetric unit. Develop, implement and review obstetric policies and procedures. Conduct Perinatal Mortality reviews or meetings. Know South African Nursing Council (SANC) rules and regulations pertaining to obstetrics. Develop and implement in service education and quality improvement programs for the obstetrics departments. Act as an advocate for clients utilizing Batho Pele principles. Form part of the multi-disciplinary team. Take part in all obstetrics programs i.e. PPIP, PMTCT, BBI, BFI and RHC- reproductive health. Identify training needs for the personnel. Practice participative management by assisting with relief duties of the supervisor. Liaise with all departments within the institution. Maintain and monitor stock and supplies. Attend meetings held in the institution/outside.

ENQUIRIES : Mr. BB Khoza Tel No: (031) 360 3026
APPLICATIONS : Enquiries hand delivered applications should be posted in to the red box marked “applications” next to the ATM in the administration building or posted to Human Resource Manager, King Edward VIII Hospital, Private Bag X02, Congella, 4013 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 Highest Educational Qualifications and Professional Registration certificates (not copies of certified copies).Updated Curriculum Vitae with certificates of service. Certified copy of Identity Document. Current paid up receipt with the registration body. The Reference Number must be indicated in the column provided on the form Z83, e.g. HRM 14/2019. Failure to comply with the above instructions will disqualify applicants. Please note that due to the large number of applications we envisage to receive, applications will not be acknowledged. However, all applicants will be advised of the outcome of their applications in due course. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship) verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC). (This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the
Hospital. Please note that due to financial constrains no S&T claims will be considered for payments to candidates that are invited for the interview. African male and people with disability are encouraged to apply.

**CLOSING DATE** : 25 April 2019

**POST 13/101** : CLINICAL NURSE PRACTITIONER– PHC STREAM REF NO: CNPD 01/2019 (X1 POST)

Directorate: Douglas Clinic

**SALARY** : R362 559 - R420 318 (13% cheque, housing allowance (employee must meet prescribed requirements) medical aid (optional) 12% rural allowance

**CENTRE** : Dundee Hospital – Gateway Clinic

**REQUIREMENTS** : Grade 12 (Senior certificate), Standard 10/or National certificate (Vocational), Degree/ Diploma in General Nursing and Midwifery Plus One year post basic qualification in Clinical Nursing Science, Health assessment, Treatment and Care. Minimum of 4 years appropriate recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. Proof of current registration with SANC (2019). Proof of work experience /Certificate of Service endorsed by Human Resource Department. Recommendation: Valid Driver’s License code 8 or 10. Knowledge, Skills and Competencies Required: Leadership, organizational, decision-making and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Knowledge of Labour relations and disciplinary procedures. 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 and rehabilitative services to the clients and community. Maintain intersectoral collaboration with other government structures. Provide PICT and adherence counselling to all clients. Provide primary prevention strategies and management of communicable and non-communicable diseases. Assist and identify training needs of the staff to increase level of expertise and assist patients and families to develop sense of self care. Provision of good quality care according to Ideal Clinic Realization and Maintenance (ICRM) and National Core Standards (NCS). Manage and monitor proper utilization of human, financial, physical and material resources. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Participate in the HR performance though EPMDs. Ensure data management is implemented and monitored. Support Operation Sukuma Sakhe activities.

**ENQUIRIES** : Mrs I.D Khumalo Tel No: 034-212111 ext 259

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

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

**CLOSING DATE** : 26 April 2019

**POST 13/102** : ASSISTANT DIRECTOR SYSTEMS REF NO: ADS 2/2019 (X1 POST)

**SALARY** : R356 289 per annum. Other Benefits: 13th Cheque, home owners allowance (employee must meet the prescribed requirements). 12% rural allowance.

**CENTRE** : Eshowe District Hospital

**REQUIREMENTS** : Senior certificate (Grade 12), Degree/Diploma in Public Management/Administration Management, At least five (5) years’ experience in systems environment of which three (3) years must be supervisory experience in Systems Management. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management.
Recommendations: Certificates: MS Office software applications i.e. Microsoft word, Microsoft excels Microsoft power point and Microsoft outlook, valid driver’s licence. Knowledge, skills, training and competencies required: PFMA and Treasury regulations, Planning, Organising, problem solving and decision making, Labour Relations, Abscondment and disciplinary procedures, Computer Literacy, Management of Resources, Management of Contracts, Human Resources and Financial Management.

DUTIES: Manage the provision of all systems under your supervision ensuring high level of service delivery. Manage the following sections, ensuring optimal utilisation of resources: cleaning services, catering services, maintenance services, gardening services, mortuary services, housekeeping, security services, transport, registry, telecommunications, patient administration, waste management services, health and safety services. Manage staff in terms of Employee Performance Management and Development Systems (EPMDS). Ensure effective and efficient utilisation of resources. Conduct risk and security analysis and inform the institutional risk management team. Develop, implement and monitor effective policies, protocols and practices. Contribute as a member of a multi-disciplinary management team towards the effective management of the hospital.

ENQUIRIES: Chief Executive Officer Mr PN Sangweni Tel No: 035-4734500
APPLICATIONS: Direct your application quoting the relevant reference number to: The Chief Executive Officer Eshowe District Hospital, Private Bag X504 Eshowe, 3815. Hand delivered applications may be submitted to the Human Resource Section, Eshowe District Hospital, before 16H00 on or before the closing date.

FOR ATTENTION: Mrs. GZ Dube: Human Resource Manager
NOTE: Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV (experience must be comprehensively detailed) and certified copies of qualification certificates plus registration certificates. Certificate of service must be endorsed by Human Resources. Certified copy of identity document. No faxed or e-mailed applications will be considered. The Department reserves the right not to fill the post after advertisement. The appointments are subject to positive outcomes obtained for the Pre-Employment checks which will be conducted by the Department for the following i.e. Security Clearance/vetting, Security clearance for criminal records, credit records, (Financial, assets records etc.), validation of identity document, drivers license, professional driving permit (where required). Citizenship/permanent residency, Company Intellectual Property Commission (CIPC)-Business Interests, verification of Education qualifications by the South African Qualifications Authority (SAQA), verification of employment history/reference checks-previous experience from employers. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. “People with disabilities and African males are encouraged to apply. Short listed candidates will not be compensated for Subsistence and Travelling claims(S&T).

CLOSING DATE: 23 April 2019
POST 13/103: ASSISTANT DIRECTOR: FINANCE REF NO: DANCHC 02/2019 (X1 POST)

SALARY: R356 289 – R419 679 per annum (Level 09). Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met
CENTRE: Dannhauser Community Health Centre
REQUIREMENTS: Standard 10 or Grade 12 Bachelor Degree/National Diploma in Accounting, Cost and Management Accounting, Financial Management or equivalent plus Minimum three (3) years' experience in Financial Management environment and Valid driver’s license. Applicants are required to submit proof of current and previous work experience endorsed by Human Resources. Knowledge, Skills, Training and Competencies required for the post: Possess thorough knowledge of laws, Regulations, Policies, Instructions, Practice Notes, Know Public Finance Management Act, Treasury Regulations and Treasury Guidelines. Possess in-depth knowledge of budget procedures and BAS. Have the ability to perform independently and under pressure. Have good communication and interpersonal relations. Be computer literate with a proficiency in Excel and PowerPoint Software applications. Possess knowledge of Human Resource Management policies. Have
planning, organizing, analytical thinking and presentation skills. Be able to develop/implement policies and financial practices. Possess knowledge of procurement procedures and directives Computer Literacy with knowledge of a computerized financial management System.

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

**ENQUIRIES:**
Dr PZ Mabaso Tel No: (034) 621 6188

**APPLICATIONS:**
All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080

**FOR ATTENTION:**
Mrs DBP Buthelezi

**NOTE:**
Applications must be submitted on the prescribed application for employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Certificates, Identity Document and Driver’s Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of foreign qualification must attach an evaluation certificate from the South African qualifications authority (SAQA) to their applications. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications. Preference Will Be Given To Indian Males and Indian Females.

**CLOSING DATE:**
23 April 2019