

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL  
DEPARTMENT OF ARTS AND CULTURE**

- APPLICATIONS** : Applications quoting the relevant reference number should be forwarded as follows: The Director: Human Resources Management and Development: Department of Arts and Culture, Private Bag X 9140, Pietermaritzburg, 3200 or 171 Boshoff Street, Pietermaritzburg, 3200.
- FOR ATTENTION** : Mrs NIS Mbhele
- CLOSING DATE** : 07 June 2019
- NOTE** : Applications must be submitted on the prescribed form Z83 [obtainable from any Public Service Department office], which must be originally signed and dated by the applicant and which must be accompanied by a detailed comprehensive CV and certified copies of original educational qualification certificates (not copies of certified copies), driver's license (where it is required) and certified copy of ID document. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. Under no circumstances will photostat copies or faxed copies of application documents be accepted. Applicants, who do not receive confirmation or feedback within two (2) months from the closing date, must accept that their applications were unsuccessful. Due to the large volume of applications to be processed, receipt of applications will not be acknowledged. Applicants must also quote the relevant reference number and the name of the publication in which they saw the advertisement. Applicants, who do not comply with the instructions indicated above, will be disqualified. Applications received after the closing date will be disqualified. Candidates should not send their applications through registered mail as the Department will not take the responsibility for non-collection of these applications. It is our intention to promote representivity in the Department through the filling of these posts. The candidature of applicants from designated groups, especially in respect of people with disabilities, will receive preference. It must further be noted that all recommended candidates will be subjected to suitability checks prior to being appointed.
- OTHER POSTS**
- POST 18/287** : **DEPUTY DIRECTOR: EXECUTIVE SUPPORT REF NO: DAC01/19**
- SALARY** : R733 257 – R863 748 per annum (Level 11) (An all-inclusive package to be structured in accordance with the rules of Middle Management Service).
- CENTRE** : Pietermaritzburg, Head Office
- REQUIREMENTS** : A three year tertiary qualification in Public Management or an appropriate equivalent qualification, coupled with a minimum of five [5] years relevant experience, three [3] of which should be at a Managerial/ Assistant Director level. Knowledge of Public Service legislation and prescripts applicable to government, including systems and procedures. Knowledge of PFMA. Good work ethics, honesty, reliability and team work. Good office administration, planning and organizational skills. Excellent communication skills [written and verbal]. Good interpersonal relation skills. Knowledge of projects management. Computer Literacy [MS Word, Excel, PowerPoint, etc. Good communication skills [written and verbal]. Valid code 8/EB driver's license.
- DUTIES** : Coordinate executive administrative support to the Head: Arts and Culture. Provide institutional support to the Department's stakeholders. Provide document management support services. Develop policies, strategies and procedure manuals aimed at improving service delivery of the office and ensure compliance in terms of mandates. Supervise, develop and manage employees' performance in accordance with the Employee Performance Management and Development System [EPMDS]
- ENQUIRIES** : Mr NP Chonco Tel No: [033] 2643400

**POST 18/288** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT- DEMAND MANAGEMENT SERVICES REF NO: DAC02/19**

**SALARY** : R376 596 – R454 920 per annum (Level 09)  
**CENTRE** : Head Office, Pietermaritzburg  
**REQUIREMENTS** : A relevant tertiary qualification at NQF level 7, coupled with a minimum of five [5] years relevant experience, three [3] of which should be at a supervisory level. Knowledge of Preferential Procurement policy Framework Act (PPFA), Basic Accounting System [BAS], Service Delivery Principles [Batho Pele], Public Finance Management Act and Treasury Regulation, Public Service Regulations, Provincial Treasury Practice Notes, Supply Chain Management, KZN Supply Chain Policy Framework, SCM practice notes and, Preferential Regulation of 2011. Good communication [written and Verbal] skills. Good interpersonal relations skills. Critical analysis, numeric and mathematical accuracy skill. Problem Solving, Negotiation/ Consultation and Presentation skills. Report writing, Policy analysis and development skills. Computer Literacy [MS Word, Excel, PowerPoint, etc]. Valid code 8/EB driver's license.

**DUTIES** : Coordinate [synergise], review, research, analyse and plan the procurement needs of the department. Coordinate, review, collect and collate information for the annual procurement plan. Supervise and compile tender/quotation specifications as required. Develop, implement and maintain the supplier database. Supervise, develop and manage employees' performance in accordance with the Employee Performance Management and Development System [EPMDS].

**ENQUIRIES** : Mr G Ngcobo Tel No: [033] 264 3400

**POST 18/289** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT - ACQUISITION SERVICES REF NO: DAC03/19**

**SALARY** : R376 596 – R454 920 per annum (Level 09)  
**CENTRE** : Head Office, Pietermaritzburg  
**REQUIREMENTS** : A relevant tertiary qualification at NQF level 7, coupled with a minimum of five [5] years relevant experience, three [3] of which should be at a supervisory level. Knowledge of Preferential Procurement Policy Framework Act [PPFA], Basic Accounting System (BAS), Service Delivery Principles [Batho Pele], Public Finance Management Act and Treasury Regulation, Public Service Regulations, Provincial Treasury Practice Notes, Supply Chain Management, KZN Supply Chain Policy Framework, SCM practice notes and, Preferential Regulation of 2011. Good communication [written and verbal] skills. Good interpersonal relations skills. Critical analysis, numeric and mathematical accuracy skill. Problem Solving, Negotiation/ Consultation, Facilitation and Presentation skills. Report writing, policy analysis and policy development skills. Computer Literacy [MS Word, Excel, PowerPoint, etc]. Valid code 8/EB driver's license.

**DUTIES** : Coordinate [synergize], review and execute the bidding process. Coordinate, review and compile the list of prospective providers for quotations. Coordinate review and source quotations from database according to the threshold values determined by the National Treasury. Supervise, develop and manage employees' performance in accordance with the Employee Performance Management and Development System [EPMDS].

**ENQUIRIES** : Mr G Ngcobo Tel No: [033] 264 3400

**POST 18/290** : **ASSISTANT DIRECTOR: INTERGOVERNMENTAL RELATIONS REF NO: DAC04/19**

**SALARY** : R376 596 – R454 920 per annum (Level 09)  
**CENTRE** : Head Office, Pietermaritzburg  
**REQUIREMENTS** : An appropriate three [3] year tertiary qualification in Social Science/Development Studies/International Relations, coupled with a minimum of five [5] years relevant experience in the IGR field. In- depth knowledge of legislation related to the Department and to the post. Knowledge of Intergovernmental relations, protocol practices, PFMA, report writing, planning and organizing, project management, policy analysis and research skills. Negotiation/ Consultation and Presentation skills. Good interpersonal relations skills. Good communication skills [written and

		verbal]. Computer Literacy [MS Word, Excel, PowerPoint, etc]. Valid code 8/EB driver's license.
<b><u>DUTIES</u></b>	:	Participate in the development and implementation of policies, strategies, and terms of reference that ensures sound IGR. Monitor the implementation of resolutions emanating from all IGR structures. Maintain partnerships with corporate sector, entities and other spheres of government. Facilitate the consolidation of progress reports against programmes of actions [POA].
<b><u>ENQUIRIES</u></b>	:	Mr G Ngcobo Tel No: [033] 264 3400
<b><u>POST 18/291</u></b>	:	<b><u>NETWORK ADMINISTRATOR: ICT OPERATION SUPPORT REF NO: DAC05/19</u></b>
<b><u>SALARY</u></b>	:	R316 791 – R373 167 per annum (Level 08)
<b><u>CENTRE</u></b>	:	Head Office, Pietermaritzburg
<b><u>REQUIREMENTS</u></b>	:	An appropriate 3 year IT tertiary qualification and certified on Microsoft and VMWare or Cisco, coupled with a minimum of three- five [3-5] years working experience in IT Network environment. Knowledge of legislation related to the Department and to the post. Knowledge of IT legislations, policy and practices. Knowledge of Computer operation/network. Knowledge of E- governance framework and Information Technology trends. Knowledge of project management, planning and organizational skills. Good communication skills [written and verbal]. Good interpersonal relations skills. Policy analysis and research skills. Problem Solving, negotiation/ consultation and presentation skills. Computer Literacy in web design packages. Valid code 8/EB driver's license.
<b><u>DUTIES</u></b>	:	Maintain sound network performance standard for the Department. Implement and conform to all aspects of the department's disaster recovery plan. Establish network specifications by conferring with users. Develop manuals for server administration. Monitor and report on the adherence of Service Level Agreement. Supervise, develop and manage employees' performance in accordance with the Employee Performance Management and Development System [EPMDS].
<b><u>ENQUIRIES</u></b>	:	Mr L Mtshali Tel No: [033] 264 3400
<b><u>POST 18/292</u></b>	:	<b><u>INFORMATION AND TECHNOLOGY OFFICER: INFORMATION COMMUNICATION AND TECHNOLOGY OPERATION SUPPORT REF NO: DAC06/19</u></b>
<b><u>SALARY</u></b>	:	R257 508 - R303 339 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Head Office, Pietermaritzburg
<b><u>REQUIREMENTS</u></b>	:	An appropriate three [3] year tertiary qualification in IT field, coupled with a minimum of one- two [1-2] years relevant experience. Knowledge of legislations [Practice Notes, PFMA and Treasury Regulations]. Understanding of HR Policies and procedure. Knowledge of auditing procedures including norms and standards. Knowledge of specific computer software packages. Good communication skills [written and verbal]. Good interpersonal relations skills. Computer Literacy [MS Word, Excel, PowerPoint, etc]. Valid code 8/EB driver's license.
<b><u>DUTIES</u></b>	:	Provide IT technical support to users. Maintain records database containing information regarding licenses, warranties and service agreements for the organization's technology related inventory. Conduct research on latest development on IT. Provide inputs on development a processes of purchasing and repairs of IT equipment and implementation of IT policies and procedures. Coordinate all IT Procurement.
<b><u>ENQUIRIES</u></b>	:	Mr L Mtshali Tel No: [033] 264 3400
<b><u>POST 18/293</u></b>	:	<b><u>PERSONAL ASSISTANT TO THE DIRECTOR</u></b>
<b><u>SALARY</u></b>	:	R257 508 - R303 339 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Northern Region, Ulundi Ref No: DAC07/19 Western Region, Ladysmith Ref No: DAC08/19
<b><u>REQUIREMENTS</u></b>	:	Secretariat Diploma, or an appropriate equivalent qualification, coupled with a minimum of three – five [3 –5] years relevant experience. Good telephone etiquette. Sound organizational skills. Good interpersonal skills. High level of reliability and confidentiality. Basic knowledge of PFMA. Knowledge of the relevant

		legislation, policies, prescripts and procedures. Knowledge of Batho Pele principles and Code of conduct. Language skills and ability to communicate well with people at different levels and from different backgrounds. Ability to act with tact and discretion. Ability to do research and analyze documents. Good communication skills [written and verbal]. Computer Literacy (MS Word, Excel, PowerPoint, etc). Valid code 8/EB driver's license.
<b><u>DUTIES</u></b>	:	Provide secretarial/receptionist support services to the Director. Provide support services to the Director regarding meetings. Render support services to the Director with the administration of the budget, including the compilation of commitment registers. Organize the Director's diary. Render general office management. Render registry services in office of the Director. Acknowledge correspondence and type documents for the Director. Study the relevant Public Service and Departmental prescripts/ policies and other documents to ensure that the application thereof is understood properly.
<b><u>ENQUIRIES</u></b>	:	Northern Regional Office, Ms JPR Nxumalo Tel No: [035] 870 8447/8 Western Regional Office, Dr NF Biyela Tel No: [036] 637 7978
<b><u>POST 18/294</u></b>	:	<b><u>LANGUAGE PRACTITIONER: LEXICOGRAPHIC TERMINOLOGY &amp; LITERATURE DEVELOPMENT REF NO: DAC09/19</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R257 508 - R303 339 per annum (Level 07) Head Office, Pietermaritzburg An appropriate three [3] year tertiary qualification, coupled with a minimum two [2] years relevant experience in a Language field. Proficiency in isiZulu/English. Good understanding of the Public System and prescripts applicable to the Government including systems and procedures. Good office administration, analysis and research. Good communication skills [written and verbal]. Computer Literacy [MS Word, Excel, PowerPoint, etc]. Valid code 8/EB driver's license.
<b><u>DUTIES</u></b>	:	Collect, systematize and document concepts/terms belonging to a particular field. Provide equivalents and coining terms. Edit, revise and update terminology. Provide information service, thereby rendering terminological and linguistic assistance.
<b><u>ENQUIRIES</u></b>	:	Mr AWS Ngcobo Tel No: [033] 897 9000
<b><u>POST 18/295</u></b>	:	<b><u>ADMINISTRATATION CLERK SUPERVISOR: OFFICE SERVICES REF NO: DAC10/19</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R257 508 - R303 339 per annum (Level 07) Northern Region, Ulundi Standard 10/Grade 12 certificate or equivalent certificate, coupled with a minimum of three- five [3- 5] years relevant experience. Good interpersonal relations. Ability to work under pressure. Knowledge of the relevant prescript governing the Government. Clean criminal records. Good communication [written & verbal] skills. Good office administration, planning and organizational skills. Computer literacy [Ms Word, Excel, PowerPoint, etc]. Valid code 8 /EB driver's license.
<b><u>DUTIES</u></b>	:	Provide effective and efficient office management to the Directorate, which includes systems in receiving and distributing of correspondence. Render effective administration support for the Directorate which includes HR, Finance and Transport etc. Render effective and efficient records management within the Directorate. Provide support with regard to all logistics requirements within the Directorate. Coordinate and analyse monthly reports. Supervise, develop and manage employees' performance in accordance with the Employee Performance Management and Development System [EPMDS].
<b><u>ENQUIRIES</u></b>	:	Ms JPR Nxumalo Tel No: [035] 870 8447/8
<b><u>POST 18/296</u></b>	:	<b><u>ADMINISTRATION CLERK SUPERVISOR: PERFORMAMNCE MANAGEMENT REF NO: DAC11/19</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R257 508 - R303 339 per annum (Level 07) Head Office, Pietermaritzburg Standard 10/Grade 12 certificate or equivalent certificate, coupled with a minimum of three- five [3- 5] years relevant experience. Good interpersonal relations. Ability

- to work under pressure. Knowledge of the relevant prescript governing the Government. Clean criminal records. Good communication [written & verbal] skills. Good office administration, planning and organizational skills. Computer literacy [Ms Word, Excel, PowerPoint, etc]. Valid code 8 /EB driver's license.
- DUTIES** : Provide effective and efficient office management to the Directorate, which includes systems in receiving and distributing of correspondence. Render effective administration support for the Directorate which includes HR, Finance and Transport etc. Render effective and efficient records management within the Directorate. Provide support with regard to all logistics requirements within the Directorate. Coordinate and analyse monthly reports.
- ENQUIRIES** : Mr UM Ngcobo Tel No: [033] 264 3400
- POST 18/297** : **LIBRARIAN: CENTRAL REFERENCE AND AUDIO VISUAL REF NO: DAC12/19**
- SALARY CENTRE REQUIREMENTS** : R257 508 - R303 339 per annum (Level 07)  
Head Office, Pietermaritzburg  
An appropriate three [3] year tertiary qualification in Library and Information Science, coupled with a minimum of two [2] years library experience. Ability to work in a multi-disciplinary team. Knowledge of Brocade circulation system. Language proficiency and literacy skills. Good interpersonal relations skills. PFMA, Policy analysis and presentation skills. Problem solving, negotiation/ consultation and research skills. Information retrieval skills. Good communication skills [written and verbal]. Computer Literacy skills [MS Word, Excel, PowerPoint, etc].
- DUTIES** : Provide a centralized subject request service. Develop and maintain the library collection. Provide a specialized information service. Provide an on-going professional support to public libraries. Develop information resources.
- ENQUIRIES** : Ms N Zokwe Tel No: [033] 341 3000
- POST 18/298** : **ADMINISTRATION CLERK**
- SALARY CENTRE REQUIREMENTS** : R173 703 – R204 612 (Level 05)  
Western Regional Office – Ladysmith Ref No: DAC13/19  
Eastern Regional Office – Ethekwini Ref No: DAC 14/19  
Standard 10/ Grade 12 certificate or equivalent certificate, coupled with a minimum of one [1] year relevant experience or an intern. Numeracy and literacy skills. Good interpersonal relations. Ability to work under pressure and handle conflict situations. Good communication skills [written and verbal]. Computer Literacy [MS Word, Excel, PowerPoint, etc].
- DUTIES** : Render general clerical and records management support services. Provide supply chain clerical support services within the component. Coordinate personnel administration support services within the component. Provide financial administration support services within the component.
- ENQUIRIES** : UMzinyathi District - Dr NF Biyela: Tel No: [033] 341 3615  
Eastern Regional Office - Mr M Mtshali Tel No: [031] 334 2301

**DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS**

*The Department is an equal opportunity, affirmative action employer and is committed to empowering disabled people.*



- APPLICATIONS** : The Chief Director, Human Resource Management and Development, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg, 3200 or hand delivered to: 330 Langalibalele Street, Pietermaritzburg
- FOR ATTENTION** : Ms N Ngcobo
- CLOSING DATE** : 07 June 2019 (Applications received after this date will not be accepted).
- NOTE** : Applications must be submitted on the Application for Employment Form (Z83) available from any Public Services Department and should be accompanied by a comprehensive CV together with originally certified copies of qualifications, driver's license and ID. Applicants who possess a qualification which was obtained from a

non-South African University must produce SAQA evaluations when submitting their applications. Failure to comply with any instruction will disqualify candidates. Appointment is subject to a positive outcome obtained from the NIA to the following checks (Security Clearance, Qualification verification, criminal records, credit records and previous employment). Faxed or late applications will not be accepted. Should candidates not receive any response from us within three months of the closing date, please accept that your application was unsuccessful.

#### OTHER POST

- POST 18/299** : **DEPUTY DIRECTOR: MUNICIPAL CAPACITY OPERATIONS REF NO: 1/2019 (CB)**  
 Chief Directorate: Capacity Building  
 Directorate: Capacity Operations and Implementation
- SALARY** : R869 007 per annum (All Inclusive Middle Management Service Package)  
**CENTRE** : Pietermaritzburg  
**REQUIREMENTS** : The ideal candidate must be in possession of appropriate minimum National Diploma or NQF level 6 qualification as recognised by SAQA coupled with 3- 5 years relevant junior management experience in capacity building. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Knowledge of planning and team development, Knowledge of decision making and problem solving, Good planning and team development skills, Decision making and problem solving skills, Good communication skills (verbal & written), Computer literacy in MS Office. A valid drivers licence.
- DUTIES** : The successful candidate will be required to develop and maintain capacity building systems with the following key responsibilities: Implement and assess the impact of the performance of external capacity resources on the province, municipalities and traditional institutions, Monitor the learnership programmes, Assess and monitor the impact of training programmes implemented, Compile capacity status reports, Coordinate capacity building programmes in various districts assigned.
- ENQUIRIES** : MS H Khunoethe at (033) 3556342

#### DEPARTMENT OF HEALTH

*“This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.”*

#### OTHER POSTS

- POST 18/300** : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 36/2019**  
 Internal Medicine Unit
- SALARY** : R1 728 807 per annum (All inclusive salary packages), (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.
- CENTRE** : Ngwelezana Tertiary Hospital  
**REQUIREMENTS** : Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine, Appropriate Tertiary qualification in the Health Science (MBChB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Internal Medicine, A minimum of 3 years' appropriate experience as a Medical Specialist in Internal Medicine after registration with the HPCSA as a Medical Specialist in Internal Medicine, Proof of working experience endorsed by Human Resource Department or relevant Employer, Understanding of basic HR matters including Labour Relations, Control of budget, monitoring expenditure and project management; Knowledge of legislative prescripts governing the public service, Managerial and computer skills.
- DUTIES** : Deputize the Head Clinical Department of Internal Medical Unit. Participate in the co-ordinate of Emergency Medical services for the discipline within Region 4 (King Cetshwayo, Zululand and uMkhanyakude) to ensure equitable distribution of all

resources to achieve optimal patient care within defined levels of institutional responsibility. Participate in the development of tertiary services in the entire Region 4 and also to provide Clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Participate in the provision of vision, strategic direction and inspire employees to deliver excellent, quality health services. Plan and partake in the training of staff including Registrars, Medical Officers, Community Service Officers, Interns and undergraduate Medical Students and also support relevant clinical research, clinical trials and CPD activities. Strengthen clinical governance. Participate in formulation and management of protocols in accordance with Department policies that will have a positive impact on staff and ensure that staff is aware and comply with guidelines and procedures. Provide measures and guidance on quality assurance to comply with set quality standards. Manage the performance and supervise allocated human resources. Ensure that the environment complies with Health and Safety Act and that staff adhere to the safety precautions and that staff is maintained to attain optimal productivity. Ensure equipment is maintained and functional at all times. Render effective administrative support. Provide after-hours coverage and ensure continuous clinical support to junior staff. Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards.

- ENQUIRIES** : Dr T.C Nkonyane at 083 556 8774
- APPLICATIONS** : Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
- FOR ATTENTION** : Mr MTR Nzuzza
- 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](http://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. Failures to comply with the aforementioned instructions will 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** : 07 June 2019 (Late applications will not be accepted)
- POST 18/301** : **SENIOR MANAGER (MEDICAL SERVICES) REF NO: MAD 16/2019 (X1 POST)**
- SALARY** : R1 512 009 – R1 834 890 per annum. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.
- CENTRE** : Madadeni Provincial Hospital
- REQUIREMENTS** : MBChB degree or equivalent qualification PLUS A minimum of 3 Years' experience after registration with HPCSA as Medical practitioner. Registration Certificate with HPCSA as a Medical Practitioner. Current registration with HPCSA as a Medical Practitioner (2019 Receipt). Certificate of Service from previous and current employer endorsed and stamped by HR must be attached.
- DUTIES** : Organise and run the medical and medical support departments. Undertake planning for the medical and medical support departments with a view to achieving

the Vision and Mission of the Institution. Clarify responsibilities and delegate authority. Agree on job targets and how to achieve and measure these. Supervise medical/nursing/clinical staff. Arrange for in-service education/training to medical and other professional staff in the various facilities to improve their skills using a patient-centred approach. Assist with PHC Nurse Practitioner Training and the training of Community Service Doctors. Assist in developing the District as a “best practices” learning site for other Districts. Have objectives and projects documented and communicated to staff. Put mechanisms and structures in place to support implementation of objectives. Have performance standards defined for health service providers based on accreditation. Have job descriptions available for all categories. Have policies, protocols, procedure manuals and code of conduct to guide performance of all categories. Have clinical workshops and meetings to assist all categories. Encourage regular team building and quality activities. Exercise tactical planning and organising to ensure resources are controlled to achieve defined project objectives. Have the patients’ rights charter, health and safety at work, care and consideration of disabled, elderly, women and children documents continually up-dated and circulated. Assess quality of clinical care provided and improve on it (if necessary) using quality assurance approaches. Consult with Nursing Managers to help with patients they have found difficult to manage. Ensure that standards of equipment, safety and facilities comply with District standards, and effect necessary changes with the clinic team. Ensure that there is an adequate supply of EDL drugs for medical practitioner prescriptions, and alert the clinic team leader should there be any shortages. Participate in regular clinic management meetings with the clinic team. Support the clinic staff in their interaction and work with the community, attending community meetings and doing home visits where appropriate. Assist the Community Rehabilitation Assistants, Traditional Attendants, TB Team, Community Health Workers, etc. by attending to their referrals and giving feedback. Manage contemporary projects in health care system e.g. GP contracting, NHI, Ideal hospital and clinics, norms and standards as stipulated in amended health legislation. Ensure provision of efficient forensic examinations such as for intoxication, rape and mental derangement. Provide medical judicial evidence as required. Ensure provision for Medical Examinations on job applicants and prospective students requiring medical certificates of fitness.

**ENQUIRIES**  
**APPLICATIONS**  
**FOR ATTENTION**  
**NOTE**

- : Mrs H.S.L Khanyi Tel No: 034 328 8257
- : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- : The Recruitment Officer
- : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and Identity document – not copies of certified copies. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non –RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T



claims will be considered for payment to the candidates that are invited for an interview. EE Target: African Male.

**CLOSING DATE** : 21 June 2019

**POST 18/302** : **MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 37/2019**  
Radiology Unit

**SALARY** : Grade 1: R1 106 040 per annum  
Grade 2: R1 264 623 per annum  
Grade 3: R1 467 651 per annum  
All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.

**CENTRE** : Ngwelezana Tertiary Hospital

**REQUIREMENTS** : Qualification that allows registration with the Health Profession, Council of South Africa (HPCSA) as Medical Specialist in Radiology. Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Radiology **Grade 1:** No working experience, **Grade 2:** A minimum of 5 years appropriate experience as a Medical Specialist in Radiology after registration with the HPCSA as Medical Specialist in Radiology and Proof of working experience endorsed by Human Resource Department, **Grade 3:** A minimum of 10 years appropriate experience as a Medical Specialist in Radiology after registration with the HPCSA as Medical Specialist in Radiology, Proof of working experience endorsed by Human Resource Department, Supervisory abilities, Ability to work in a multi-disciplinary team, Knowledge of Public Service Legislation, Policies and Procedures, Medical Ethics, epidemiology and statistics.

**DUTIES** : The candidate will, under the direction of the head of the department: Conduct specialist ward rounds, Provide after hour cover in emergency medicine and clinical support to junior staff, Provide advice to district/regional level hospitals, Manage/supervise allocated human resources, Ensure equipment is appropriately maintained. Training of undergraduate and post-graduate medical students. Active participation in quality improvement programmes including clinical audits and CME activities. Attend to administrative matters within the unit. Assist with administration of the Emergency Unit and have an input into the unit's administration at Ngwelezana Hospital. Assist protocol development and review for patient management in Emergency Medicine. Development and implement clinical audit and quality assurance programmes. Provide outreach to surrounding District Hospitals which refer to Ngwelezana Hospital Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards. Performance of commuted overtime is a requirement of the post.

**ENQUIRIES** : Dr N.A Shabalala at 082 498 9635

**APPLICATIONS** : Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block

**FOR ATTENTION** : Mr MTR Nzuzo

**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](http://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. Failures to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

- CLOSING DATE** : 07 June 2019 (Late applications will not be accepted)
- POST 18/303** : **MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 38/2019**  
Ophthalmology Unit
- SALARY** : Grade 1: R1 106 040 per annum  
Grade 2: R1 264 623 per annum  
Grade 3: R1 467 651 per annum  
All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.
- CENTRE REQUIREMENTS** : Ngwelezana Tertiary Hospital  
: Qualification that allows registration with the Health Profession, Council of South Africa (HPCSA) as Medical Specialist in Radiology. Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Radiology **Grade 1:** No working experience, **Grade 2:** A minimum of 5 years appropriate experience as a Medical Specialist in Radiology after registration with the HPCSA as Medical Specialist in Radiology and Proof of working experience endorsed by Human Resource Department, **Grade 3:** A minimum of 10 years appropriate experience as a Medical Specialist in Radiology after registration with the HPCSA as Medical Specialist in Radiology, Proof of working experience endorsed by Human Resource Department, Supervisory abilities, Ability to work in a multi-disciplinary team, Knowledge of Public Service Legislation, Policies and Procedures, Medical Ethics, epidemiology and statistics.
- DUTIES** : The candidate will, under the direction of the head of the department: Conduct specialist ward rounds, Provide after hour cover in emergency medicine and clinical support to junior staff, Provide advice to district/regional level hospitals, Manage/supervise allocated human resources, Ensure equipment is appropriately maintained. Training of undergraduate and post-graduate medical students. Active participation in quality improvement programmes including clinical audits and CME activities. Attend to administrative matters within the unit. Assist with administration of the Emergency Unit and have an input into the unit's administration at Ngwelezana Hospital. Assist protocol development and review for patient management in Emergency Medicine. Development and implement clinical audit and quality assurance programmes. Provide outreach to surrounding District Hospitals which refer to Ngwelezana Hospital Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards. Performance of commuted overtime is a requirement of the post.
- ENQUIRIES APPLICATIONS** : Dr B.S Madlala at 082 495 0135  
: Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
- FOR ATTENTION NOTE** : Mr MTR Nzuzo  
: 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](http://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. Failures to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

- CLOSING DATE** : 07 June 2019 (Late applications will not be accepted)
- POST 18/304** : **MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 39/2019**  
Psychiatry Unit
- SALARY** : Grade 1: R1 106 040 per annum  
Grade 2: R1 264 623 per annum  
Grade 3: R1 467 651 per annum  
All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.
- CENTRE REQUIREMENTS** : Ngwelezana Tertiary Hospital  
: Qualification that allows registration with the Health Profession, Council of South Africa (HPCSA) as Medical Specialist in Psychiatry. Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Psychiatry **Grade 1:** No working experience, **Grade 2:** A minimum of 5 years appropriate experience as a Medical Specialist in Psychiatry after registration with the HPCSA as Medical Specialist in Radiology and Proof of working experience endorsed by Human Resource Department, **Grade 3:** A minimum of 10 years appropriate experience as a Medical Specialist in Psychiatry after registration with the HPCSA as Medical Specialist in Psychiatry, Proof of working experience endorsed by Human Resource Department, Supervisory abilities, Ability to work in a multi-disciplinary team, Knowledge of Public Service Legislation, Policies and Procedures, Medical Ethics, epidemiology and statistics.
- DUTIES** : The candidate will, under the direction of the head of the department: Conduct specialist ward rounds, Provide after hour cover in emergency medicine and clinical support to junior staff, Provide advice to district/regional level hospitals, Manage/supervise allocated human resources, Ensure equipment is appropriately maintained. Training of undergraduate and post-graduate medical students. Active participation in quality improvement programmes including clinical audits and CME activities. Attend to administrative matters within the unit. Assist with administration of the Emergency Unit and have an input into the unit's administration at Ngwelezana Hospital. Assist protocol development and review for patient management in Emergency Medicine. Development and implement clinical audit and quality assurance programmes. Provide outreach to surrounding District Hospitals which refer to Ngwelezana Hospital Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards. Performance of commuted overtime is a requirement of the post.
- ENQUIRIES APPLICATIONS** : Dr Milligan at 072 235 6480  
: Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block

<b><u>FOR ATTENTION NOTE</u></b>	<p>: Mr MTR Nzuzo</p> <p>: 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. Failures to comply with the aforementioned instructions will 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.</p>
<b><u>CLOSING DATE</u></b>	<p>: 07 June 2019 (Late applications will not be accepted)</p>
<b><u>POST 18/305</u></b>	<p>: <b><u>MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 40/2019</u></b> Maxillo Facial</p>
<b><u>SALARY</u></b>	<p>: Grade 1: R1 106 040 per annum Grade 2: R1 264 623 per annum Grade 3: R1 467 651 per annum All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.</p>
<b><u>CENTRE REQUIREMENTS</u></b>	<p>: Ngwelezana Tertiary Hospital</p> <p>: Qualification that allows registration with the Health Profession, Council of South Africa (HPCSA) as Medical Specialist in Maxillo Facial. Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Maxillo Facial, <b>Grade 1:</b> No working experience, <b>Grade 2:</b> A minimum of 5 years appropriate experience as a Medical Specialist in Maxillo Facial after registration with the HPCSA as Medical Specialist in Maxillo Facial and proof of working experience endorsed by Human Resource Department, <b>Grade 3:</b> A minimum of 10 years appropriate experience as a Medical Specialist in Maxillo Facial after registration with the HPCSA as Medical Specialist in Maxillo Facial and proof of working experience endorsed by Human Resource Department, Supervisory abilities, Ability to work in a multi-disciplinary team, Knowledge of Public Service Legislation, Policies and Procedures, Medical Ethics, Epidemiology and statistics.</p>
<b><u>DUTIES</u></b>	<p>: Provide specialist care to patients requiring services within your specific domain. Provide specialist care in the outpatient clinics and inpatient wards. Provide after-hours coverage in Maxillo Facial. Undertake training of undergraduate and post graduate medical students and also support relevant clinical research, clinical trials and CPD activities. Conduct specialist regular ward rounds and administer expert interventions that will expedite the management of patient care. Provide expert advice and clinical support to district/regional level hospitals referring to Ngwelezana Hospital. Provide outreach to surrounding District and Regional Hospitals that refers patients to Ngwelezana Hospital. Active participation in quality improvement programmes including clinical audits and continuous professional development activities in Ngwelezana Hospital and Region 4. Assist with the setting of protocols for management of patients, equipment and other relevant procedures. Ensure equipment is maintained and functional at all times. Attend to administrative matters as pertains to the unit. Manage/supervise allocated human resources. Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of</p>

		conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards.
<b><u>ENQUIRIES</u></b>	:	Dr B.S Madlala Tel No: 035 901 7257 / 7105
<b><u>APPLICATIONS</u></b>	:	Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
<b><u>FOR ATTENTION</u></b>	:	Mr MTR Nzuzza
<b><u>NOTE</u></b>	:	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. Failures to comply with the aforementioned instructions will 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.
<b><u>CLOSING DATE</u></b>	:	07 June 2019 (Late applications will not be accepted)
<b><u>POST 18/306</u></b>	:	<b><u>MEDICAL SPECIALIST REF NO: ST 26/2019 (X1 POST)</u></b> Component: O & G
<b><u>SALARY</u></b>	:	Grade 1: R1 106 040 per annum all – inclusive package + a fixed commuted overtime & 18% inhospitable allowance. Grade 2: R1 264 623 per annum all- inclusive package + fixed commuted overtime &18% Inhospitable Allowance. Grade 3: R1 467 651 per annum all- inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance.
<b><u>CENTRE</u></b>	:	Stanger Hospital
<b><u>REQUIREMENTS</u></b>	:	<b>Grade 1:</b> A tertiary qualification (MBCHB) or equivalent), plus Current registration with the Health Professional Council of South Africa as a Specialist in O&G. <b>Grade 2:</b> A tertiary qualification (MBCHB or equivalent) plus, Current registration with the Health Professional of South Africa as a Specialist plus, Five (5) years post registration experience as a Medical Specialist in O & G. <b>Grade 3:</b> tertiary qualification (MBCHB or equivalent) plus, A valid registration with the Health Professionals Council of South Africa in Specialist plus Ten (10) years post registration experience as a Medical Specialist in O & G. Knowledge, Skills and Experience Required: Have a working knowledge of common obstetrical and gynaecological conditions presenting at Stanger Hospital, a regional hospital. Ability to provide specialist obstetrical and gynaecological consultations, surgical procedures, diagnostic skills ultrasound and colposcopy. Knowledge of Human Resources management. Knowledge of provision of comprehensive HIV/Aids relevant to local situation. Information management and quality assurance expertise. Knowledge of current Health and Public Servants Legislations, regulations and policy including Medical Ethics, Epidemiology and statistics. Leadership and decision making abilities as well as problem solving and conflict management skills.
<b><u>DUTIES</u></b>	:	Provision of specialists services in Obstetrics and Gynaecology. Capacity building in PHC and provision of outreach services with focus on improving women health. Reduction in maternal maternity and development of interventions to most common causes of maternal deaths: HIV/AIDS. Develop a CPD programme in all hospitals in the district. Support and supervise junior staff in the District, District

hospitals and regional hospital complex. Develop and implement protocols for obstetrics and gynaecology. Support HIV/AIDS programme in the hospital and community. Support quality improvements in the hospital. Conduct research in primary care. To perform overtime in line with hospital needs. To provide training for nurses, junior staff, interns and medical students. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.

- ENQUIRIES** : Dr S Hariparsad (Head Clinical Unit) Tel No: 032- 437 6040/0845332217
- 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](http://www.kznhealth.gov.za). Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. ST 26//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,
- CLOSING DATE** : 07 June 2019
- POST 18/307** : **MEDICAL SPECIALIST IN PSYCHIATRIC REF NO: FNH 02/2019 (X1 POST)**
- SALARY** : Grade 1: R1 106 040 per annum  
Grade 2: R1 264 623 per annum  
Grade 3: R1 467 651 per annum  
Other Benefits: Commuted Overtime (conditions apply)
- CENTRE** : Fort Napier Psychiatric Hospital
- REQUIREMENTS** : Matric Certificate. A basic qualification of MBCHB plus FC Psychiatry or M Med Psychiatry or equivalent. Registration certificate with HPCSA as a Medical Specialist in Psychiatry. Current (2019) registration with the HPCSA. Appropriate and relevant experience, skills, knowledge and competencies in Psychiatry. Proof of current and previous employer endorsed and stamped by HR must be attached. Medical Specialist **Grade 1**: An appropriate qualification (MBCHB or equivalent). Current registration with the HPCSA as a Medical Specialist in Psychiatry and 2019 Receipt. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Medical Specialist **Grade 2**: An appropriate qualification (MBCHB or equivalent). Current registration with the HPCSA as a Medical Specialist in Psychiatry and 2019 Receipt. Minimum of 5 years relevant experience after registration with HPCSA as a Psychiatry. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Medical Specialist **Grade 3**: An appropriate qualification (MBCHB or equivalent). Current registration with the HPCSA as a Medical Specialist in Psychiatry and 2019 Receipt. Minimum of 10 years relevant experience after registration with HPCSA as a Specialist in Psychiatry. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. 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.
<b><u>DUTIES</u></b>	:	Provide specialist medical care and psychiatric assessments, evaluation and interventions to patients in the hospital. Provide specialists advise to other role-players on patient management as part of the holistic multi-disciplinary team. Ensure effective and efficient implementation and monitoring of standards in the unit. Provide guidance and training to medical, nursing and paramedical staff on the treatment of psychiatric patients. Deal with individuals referred by courts. Manage and control clinical services as delegated and maintain professional and ethical standards related to clinical services. Maintain necessary discipline over staff under his or her control and attend to administrative matters as pertain to the unit. Conduct, assist and stimulate research and train undergraduate and postgraduate medical students and allied health personnel. Participate in formal teaching as required by the institution, promote community-orientated services and conduct outpatient clinics and provide expert opinions where required. Communicate with external stake holders such as DPP, provincial and National Mental Health Department. Liaise with other departments within the hospital and work with multi-disciplinary team. Provide both academic and clinical service functions at the Hospital, including wards rounds, outpatient clinics, and clinical training ward rounds. Participate in clinical research and academic programs in the respective clinical department. Train under and postgraduate students on both bedside training and classroom training at the hospital. Participate in both academic and clinical administrative activities.
<b><u>ENQUIRIES</u></b>	:	Dr. A. L Mbhele Tel No: (033) 260 4337
<b><u>APPLICATIONS</u></b>	:	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
<b><u>FOR ATTENTION</u></b>	:	MS. M.B Zungu
<b><u>CLOSING DATE</u></b>	:	07 June 2019
<b><u>POST 18/308</u></b>	:	<b><u>MEDICAL SPECIALIST REF NO: ST 27/2019 (X1 POST)</u></b> Component: Orthopedics
<b><u>SALARY</u></b>	:	Grade 1: R1 106 040 per annum all – inclusive package + a fixed commuted overtime & 18% inhospitable allowance. Grade 2: R1 264 623 per annum all- inclusive package + fixed commuted overtime &18% Inhospitable Allowance. Grade 3: R1 467 651 per annum all- inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance.
<b><u>CENTRE</u></b>	:	Stanger Hospital
<b><u>REQUIREMENTS</u></b>	:	<b>Grade 1:</b> A tertiary qualification (MBCHB) or equivalent), plus Current registration with the Health Professional Council of South Africa as a Specialist in Orthopaedics. <b>Grade 2:</b> A tertiary qualification (MBCHB or equivalent) plus, Current registration with the Health Professional of South Africa as a Specialist plus, Five (5) years post registration experience as a Medical Specialist in Orthopaedics. <b>Grade 3:</b> tertiary qualification (MBCHB or equivalent) plus, A valid registration with the Health Professionals Council of South Africa in Specialist plus Ten (10) years post registration experience as a Medical Specialist in Orthopaedics. Sound Knowledge and clinical skills in the holistic management of Orthopaedic trauma and pathologies. Ability to supervise and teach junior staff. Good communication, inter-personal and management skills. Sound professional and ethical values, and a concern for excellence.
<b><u>DUTIES</u></b>	:	Provide specialist Orthopaedic care to all patients serviced by the department of Orthopaedics. Maintain satisfactory clinical, professional and ethical standards. To support the HOD in providing effective running of the wards, outpatient department and Operating Theater. After- hours clinical participation in accordance with the commuted overtime contract. Participate in staff training and ongoing medical education. Assist with the Departmental Administration and facilitate quality improvement imperatives. Implement clinical guidelines, protocols and clinical audits. Promote community-orientated services. Undertake relevant research.

Develop Orthopaedic services for the Ilembe District including outreach services. Mentor and coach junior staff. Provide both academic and clinical service functions at the Hospital, including ward rounds, outpatient's clinics and clinical training ward rounds. Participate in clinical research and academic programmes in the respective clinical department. Train under- and postgraduate students on both bedside training and classroom training at the hospital. Participate in both academic and clinical administrative activities. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.

- ENQUIRIES** : Dr P OO (Head Clinical Unit) Tel No: 032- 437 6000
- 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](http://www.kznhealth.gov.za). Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. ST 26//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,
- CLOSING DATE** : 07 June 2019
- POST 18/309** : **MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 41/2019**  
Urology Unit
- SALARY** : Grade 1: R821 205 per annum  
Grade 2: R938 964 per annum  
Grade 3: R1 089 693 per annum  
All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Practitioner, **Grade 1:** No working experience, **Grade 2:** A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, **Grade 3:** A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, Sound clinical skills, Certificates in BLS and ACLS/PALS/APLS is recommended, Knowledge of acts, policies and regulations of the department of health and Concern for excellence.
- DUTIES** : Provision of quality patient centred care for all patients. Examine, investigate, diagnose and oversee the treatment of patients in the emergency department Provision of after-hours services to care for emergencies presenting to the institution. Training and supervision of undergraduate and/or post graduate medical students. Participation in activities within the discipline including case presentations, unit rounds presentations, journal club and other departmental



	:	meetings. Render applicable administration functions. Attend to meetings, workshops and training courses as directed by the Head of Department. Perform other duties as assigned by the supervisor. Observe and comply with all departmental policies and guidelines regulating employment relationship and clinical functioning
<b><u>ENQUIRIES</u></b>	:	Dr B.S Madlala at 082 495 0135
<b><u>APPLICATIONS</u></b>	:	Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
<b><u>FOR ATTENTION</u></b>	:	Mr MTR Nzuzza
<b><u>NOTE</u></b>	:	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. Failures to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.
<b><u>CLOSING DATE</u></b>	:	07 June 2019 (Late applications will not be accepted)
<b><u>POST 18/310</u></b>	:	<b><u>MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 42/2019</u></b> Anaesthetic
<b><u>SALARY</u></b>	:	Grade 1: R821 205 per annum Grade 2: R938 964 per annum Grade 3: R1 089 693 per annum All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted Overtime which is determined by service delivery needs of the department
<b><u>CENTRE</u></b>	:	Ngwelezana Tertiary Hospital
<b><u>REQUIREMENTS</u></b>	:	Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Practitioner, <b>Grade 1:</b> No working experience, <b>Grade 2:</b> A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, <b>Grade 3:</b> A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, Sound clinical skills, Certificates in BLS and ATLS/ACLS/PALS/APLS is recommended, Knowledge of acts, policies and regulations of the department of health and Concern for excellence
<b><u>DUTIES</u></b>	:	Provision of quality patient centred care for all patients. Examine, investigate, diagnose and oversee the treatment of patients in the emergency department. Provision of after-hours services to care for emergency cases in a form of commuted overtime. Observe and comply with all departmental policies and guidelines regulating employment relationship and clinical functioning.
<b><u>ENQUIRIES</u></b>	:	Dr S Sewpersad Tel No: 084 418 3496
<b><u>APPLICATIONS</u></b>	:	Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or

		hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
<b><u>FOR ATTENTION NOTE</u></b>	:	Mr MTR Nzuza
	:	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. Failures to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.
<b><u>CLOSING DATE</u></b>	:	07 June 2019 (Late applications will not be accepted)
<b><u>POST 18/311</u></b>	:	<b><u>MEDICAL OFFICER REF NO: UMP 10/2019 (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R821 205 per annum (inclusive salary package) Grade 2: R938 964 per annum (inclusive salary package) Grade 3: R1 089 693 per annum (inclusive salary package)
<b><u>CENTRE REQUIREMENTS</u></b>	:	Umphumulo Hospital Appropriate Medical Degree (MBCHB) or equivalent PLUS Registration as medical practitioner with the Health Professional Council of South Africa. A sound working knowledge in the basic medical disciplines to 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, Paediatrics, Trauma. Ability to function in a multidisciplinary team. Proof of current and previous work experience endorsed and stamped by Human Resources. Good communication and interpersonal skills. <b>Grade 1:</b> Experience – Nil for South African Medical Practitioner OR 1 year relevant experience after registration as Medical Practitioner with recognized Health Professional Council in respect of foreign qualified doctors. <b>Grade 2:</b> Experience – 5 years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner OR 6 year's relevant experience after registration as Medical Practitioner with recognized Health Professional Council in respect of foreign qualified doctors. <b>Grade 3:</b> Experience – 10 years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner OR 11 year's relevant experience after registration as Medical Practitioner with recognized Health Professional Council in respect of foreign qualified doctors.
<b><u>DUTIES</u></b>	:	Ensure effective, early, 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 preventative health interventions. Supervise and assist junior peers. Perform operating theatre work on an elective and emergency basis eg caesarian section, minor surgical procedures etc. Participate in emergency after hours service. Actively participate in quality improvement programmes (morbidity and mortality meetings, clinical audits and risk management). Perform medico legal duties. Facilitate staff training and continuous medical education. Assist with the development of district hospital services.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr. N. N. Gumede Tel No: 032 4814101 Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.

**FOR ATTENTION NOTE** : Mr S. M. Naidoo  
 : 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 will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE** : 28 June 2019 (Late applications will not be accepted)

**POST 18/312** : **MEDICAL OFFICER REF NO: ST 25/2019 (X1 POST)**  
 Component: Psychiatry

**SALARY** : Grade 1: R821 205 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance  
 Grade 2: R938 964 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance  
 Grade 3: R1 089 693 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance

**CENTRE REQUIREMENTS** : Stanger Hospital  
 : **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: Be able to diagnose and treat conditions according to the DSM of psychiatry. Keep up to date on a new treatment modalities. Be able to conduct consultation-liaison with other disciplines. Should have necessary clinical skills to adequately manage mental health care users from children to geriatric population in both the outpatient and inpatient settings. Ability to perform appropriate tests/investigations/procedures as required for the mental health care user. Work as directed by Head of Department in all his/her responsibilities. Excellent communication skills. Resilience and ability to cope with change.

**DUTIES** : Needs to be familiar with the mental care act which has been implemented at District level in the country. To offer holistic management of patients at district and regional levels of care and in line with Standard Treatment Guidelines. Need to diagnose according to the Diagnostic and Statistical Manual of Psychiatry including emergencies. Ability to work in team, ability to communicate effectively with patients and families. Ability to function as an independent medical practitioner and to be able to perform all duties as a medical officer according to KPA's and KRA's. Required to perform outreach to the District PHC's, CHC's and District Hospitals. Patient Satisfaction, patient surveys, reducing waiting times, identifying, meeting and surpassing patients's expectations. Maintain and continuously improve professional and ethical standards. To provide training for nurses, junior staff, interns and medical students. NB. Performance of Commuted Overtime is

		compulsory and will be worked in the discipline based on the needs of the institution.
<b><u>ENQUIRIES</u></b>	:	Dr N Mudaly (HOD Psychiatry) @ 032 437 6103/6264 or 0845611353
<b><u>APPLICATIONS</u></b>	:	to be forwarded to: Human Resources Department, The Human resource manager, Stanger Hospital, Private Bag X10609, Stanger 4450
<b><u>FOR ATTENTION</u></b>	:	Mr. S. Govender
<b><u>NOTE</u></b>	:	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 26//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.
<b><u>CLOSING DATE</u></b>	:	07 June 2019
<b><u>POST 18/313</u></b>	:	<b><u>MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 36/2019</u></b> Family Medicine Department
<b><u>SALARY</u></b>	:	Grade 1: R821 205 per annum Grade 2: R938 964 per annum Grade 3: R1 089 693 per annum All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted Overtime which is determined by service delivery needs of the department
<b><u>CENTRE</u></b>	:	Ngwelezana Tertiary Hospital
<b><u>REQUIREMENTS</u></b>	:	Tertiary qualification in the Health Science (MBChB), Current Registration with the Health Professions Council of South Africa as a Medical Practitioner, <b>Grade 1:</b> No working experience, <b>Grade 2:</b> A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, <b>Grade 3:</b> A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, Sound clinical skills, Knowledge of acts, policies and regulations of the department of health and Concern for excellence.
<b><u>DUTIES</u></b>	:	Provision of quality patient centred care for all patients in the hospital and satellite clinics. Examine, investigate, diagnose and oversee the treatment of patients. Provision of after-hours service in a form of commuted overtime as per the departmental needs. Provide medical related information to clinical staff as may be required. Undertake on-going care individuals' patients to allow for continuity of care including ward rounds and clinics visit. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff who are health professionals. Actively participate in morbidity and mortality reviews. Attend and participate continuous medical education and training. Participate in quality improvement programmes which include clinical governance and national core standards. Ensure that cost-effective service delivery is maintained within the respective department. Attend to administrative matters as required. Observe and comply with all departmental policies and guidelines regulating employment

	:	relationship and clinical functioning. Perform other duties as assigned by the Supervisor or other senior official
<b><u>ENQUIRIES</u></b>	:	Dr OC Harbor at 082 781 2879
<b><u>APPLICATIONS</u></b>	:	Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
<b><u>FOR ATTENTION</u></b>	:	Mr MTR Nzuzza
<b><u>NOTE</u></b>	:	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. Failures to comply with the aforementioned instructions will 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.
<b><u>CLOSING DATE</u></b>	:	07 June 2019 (Late applications will not be accepted)
<b><u>POST 18/314</u></b>	:	<b><u>MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 37/2019</u></b> Dermatology Unit
<b><u>SALARY</u></b>	:	Grade 1: R821 205 per annum Grade 2: R938 964 per annum Grade 3: R1 089 693 per annum All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted Overtime which is determined by service delivery needs of the department
<b><u>CENTRE</u></b>	:	Ngwelezana Tertiary Hospital
<b><u>REQUIREMENTS</u></b>	:	Tertiary qualification in the Health Science (MBChB), Current Registration with the Health Professions Council of South Africa as a Medical Practitioner, <b>Grade 1:</b> No working experience, <b>Grade 2:</b> A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, <b>Grade 3:</b> A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, Sound clinical skills, Knowledge of acts, policies and regulations of the department of health and Concern for excellence.
<b><u>DUTIES</u></b>	:	Provision of quality patient centred in dermatology unit. Active participation on quality improvement initiatives. Provision of outreach programmes and acceptance of referrals from hospitals within our catchment areas. Provide advice to District/Regional Hospitals. Attend to meetings and workshops. Adhere to correct channels of communication.
<b><u>ENQUIRIES</u></b>	:	Dr ML Ntsele at 082 825 4136
<b><u>APPLICATIONS</u></b>	:	Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block
<b><u>FOR ATTENTION</u></b>	:	Mr MTR Nzuzza

- 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. Failures to comply with the aforementioned instructions will 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** : 07 June 2019 (Late applications will not be accepted)
- POST 18/315** : **MEDICAL OFFICER GRADE 1,2 & 3 REF NO: WWH 04/2019 (X2 POSTS)**
- SALARY** : Grade 1: R821 205 per annum (All inclusive salary package)  
Grade 2: R938 964 per annum (All inclusive salary package)  
Grade 3: R1 089 693 per annum (All inclusive salary package)
- CENTRE REQUIREMENTS** : Wentworth Hospital  
Senior Certificate / Matric, MBCHB degree or equivalent qualification PLUS registration certificate with the HPCSA as a Medical Practitioner PLUS current registration with the HPCSA (2019/2020). **Grade 1:** None to less than 5 years after registration with the HPCSA as a Medical Practitioner. **Grade 2:** 5 years to less than 10 years' experience after registration with the HPCSA as a Medical Practitioner. The appointment to **Grade 3:** requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a recognized foreign health professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa, Compulsory Overtime: Commuted overtime is compulsory for these posts. Knowledge, Skills, Training and Competencies Required: Good decision making, problem solving, leadership and mentoring skills, sound medical ethics skills, good communication skills, service delivery orientated, policy development.
- DUTIES** : Provide medical services at the department appointed to with holistic patient care. Have a clinical skills in general medicine, management of HIV / AIDS / TB/ MDR TB, Anaesthetics, Psychiatry, obstetrics and Gynaecology, Pediatric Surgery at District level. Examination diagnosis and treatment of patients in casulaity & wards. Provide clinical services to obstetrics and Gynecology units. Assist, facilitate and participate in quality of care, assisting team members with quality assurance, quality improvements projects, morbidity and mortality reviews, clinical audits, development of clinical guidelines and policies as per speciality and disease profile. Ensure patient satisfaction and undertake patient satisfaction surveys and reducing waiting times survey. Active participation in training and supervision of junior medical doctor /staff. Maintain and continuously improve professional and ethical standards. Provide medical male circumcision when required. Undertake performance management of staff they supervise. Doctor must be able to work in Obstetric & Gynaecology, medical, surgical and paediatric units. NB: Performance of commuted overtime is compulsory and will be worked in the units based on the needs of the Institution (Casuality, Wards and / or O & G.
- ENQUIRIES APPLICATIONS** : Dr RM Mayiza Tel No: (031) 460 5002  
All applications must be addressed to Chief Executive Officer, Wentworth Hospital, Private Bag, Jacobs, 4026 or hand delivered applications should be dropped in a marked box by South Gate, Security Office by 12H00 of the closing date.
- FOR ATTENTION** : Mr MS Mgoza

- NOTE** : Directions to candidates: The following documents must be submitted: Application for Employment Form (Form Z83) which is obtainable at any Government Department OR from the website – www.kznhealth.gov.za, Certified copies of senior certificate and highest educational qualifications and Professional registration certificate- not copies of certified copies. Certified copy of Identity Document. Updated Curriculum Vitae with certificate of service. Current paid up receipt proof of registration body. Failure to comply with the above instructions will disqualify applicants. Reference Number must be indicated in the column provided on the form Z83, eg WWH 04/2019. Please note due to the large numbers of applications we envisaged 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 within 2 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, Criminal, credit record check, verification of previous. Kindly be informed that due to budget constraints: NO S&T will be paid to any candidate that is attending the interview process.
- CLOSING DATE** : 07 June 2019
- POST 18/316** : **ASSISTANT MANAGER NURSING – PRIMARY HEALTH CARE CLINICS REF NO: CATO ANMPHC 2/2019**
- SALARY** : R614 991 per annum Plus other benefits: 13th cheque, Medical Aid (Optional), Home owner's allowances (employee must meet prescribed requirements).
- CENTRE REQUIREMENTS** : eThekweni District Office & Cato Manor CHC Clinics
- REQUIREMENTS** : Grade 12 (senior certificate) Standard 10 or (Vocational National Certificate). Degree / Diploma in General Nursing & Midwifery. Current registration with SANC as General Nurse. A post basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with SAN. A minimum of ten (10) years appropriate/ recognizable nursing experience after registration as a Professional Nurse at least six (6) years of that period referred to above must be appropriate/recognizable experience after obtaining the one (1) year post basic qualification in Primary Health Care. At least three (3) years of the above must be appropriate/recognizable experience at management level Proof of computer literacy. Certificate of service for previous and current work experience endorsed and stamped by HR Office must be attached. Appropriate /recognizable supervisory/managerial experience in a nurse component must be attached. Valid Driver's License. Knowledge, Skills, Training and Competence required: Demonstrate an in depth understanding of nursing legislation, related legal and ethical nursing practices and other relevant legislative framework governing in the Public service. Knowledge of nursing care process and procedures. Appropriate understanding of scope of practice and nursing standards. Thorough knowledge of Quality Assurance standards as directed by Negotiated Service Delivery Agreement, National Core Standards, Patients' Rights, Charter, Batho Pele Principles. Sound Knowledge of Labour Relations Act. Leadership, supervisory organizing, decision making, problem solving skills. Coordination and Report Writing Skills. Time and conflict management skills. Personal attributes responsiveness, professionalism, supportive, assertive, and must be team player. Good communication and Interpersonal skills and ability to function well within a team. Demonstrate a basic understanding of HR and Financial Policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery.
- DUTIES** : Manage, facilitate and co-ordinate provision of comprehensive package of services at PHC level, including priority programs and quality Improvement Programs in conjunction within a professional and legal framework. Assist and facilitate development of the Operation Plan, monitor the implementation and submit progress report. Facilitate clinical audits in the PHC and ensure implementation of the quality improvement plans supported by strong work ethics. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to client's needs requirements and work as part of multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Coordinate the implementation of the community based

outreach programmes services. Ensure effective allocation, utilisation and monitoring, of resources in line with cost containment plan. Ensure implementation, monitoring and evaluation of EPMDs in the operational area. Manage and support education, in service training, and practice development initiatives in the area, maintain professional growth, ethical standards and participation in training and research. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Ensure Batho Pele Principles, National Core Standards and Ideal clinic priorities are implemented. Provide safe therapeutic environment that allows for practise of safe nursing care as laid down by Nursing Act, Occupational and Safety Act. Ensure completion of accident/incident reports as they occur and timeous reporting. Coordinate special projects and health promoting I line with the program goals of health calendar. Maintain contractive working relationships with all stakeholders i.e. inter-professional, the multi-disciplinary team. Maintain interpectoral collaboration with other Government structures through Operation Sukuma Sakhe Activities. Advocate and promote nursing ethos and professionalism in the PHC clinics.

**ENQUIRIES** : Miss E.S Mbambo Deputy Director Clinical & Programmes Tel No: 031 2405313  
**APPLICATIONS** : Direct your application quoting the relevant reference number to: The Human Resource Manager Ethekwini District Office, 83 King Cetshwayo Highway, Mayville, Durban, 4000 or be posted to: The Human Resource Manager, EThekwini District Office, Private Bag X 54138, Durban, 4000.

**FOR ATTENTION** : Mr TA Mthethwa, Human Resource Practices  
**NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity document and Driving License –not copies of certified copies. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered. Preference will be given to African Males; those who previously applied for the post should re-apply. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE** : 07 June 2019

**POST 18/317** : **OPERATIONAL MANAGER NURSING- (SPECIALTY) MATERNITY REF NO: ITSH 11/2019**

**SALARY** : R562 800 per annum. Other benefits: 13th cheque Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirement and 12% rural allowance

**CENTRE** : Itshelejuba Hospital

**REQUIREMENTS** : Matric senior certificate (Grade 12), Degree/Diploma in General Nursing plus Midwifery plus one (1) year post basic qualification in Advance Midwifery accredited with SANC, Registration with SANC as General Nurse and an Advance Midwife, A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing, at least 5 years of the period referred above must be appropriate/recognizable experience in specific Maternity after obtaining the one(1) year post basic qualification in Advance Midwifery , Proof of experience must be attached and verified by HR, SANC receipt for 2019 to be attached. Recommendation: Proof of computer literacy and Degree /Diploma in Nursing Management and valid driver's license. Knowledge of nursing care processes and procedures, nursing status and relevant legal framework such nursing Act Health, Patients Right etc. Knowledge



and understanding of legislative framework governing the Public Service e.g Human Resource, Financial Management, Skills Development and Labour Relations policies, Leadership. Organization, decision making and problem solving skills. Good interpersonal including public relation, negotiating. Conflict handling and counselling skills, Financial and budgetary knowledge. Information management skills. Computer literacy and understanding and applicable of Batho Pele Principle and Patients right.

**DUTIES**

: Coordination of optimal, holistic specialized nursing care provided within the set standard and a professional/ legal framework: Plan/organize and monitor the objective of the specialized unit in consultation with subordinates. Provide a therapeutic environment for staff, patients and the public. Provide a comprehensive, quality nursing care as a member of the multi-disciplinary team according to the identified needs of the patient, based on scientific principles. Delegate duties and support staff in the execution of patient care delivery. Provide direct and indirect supervision of all nursing staff/housekeeping staff and give guidance. Ensure continuity of patient care on all levels. Liaise and communicate with multi-disciplinary team as well as other departments within the hospital i.e. during operational meetings with nursing supervisor and subordinates. Manage effectively the utilization and supervision of resources: Human Resource: Planning of the allocation/change list, day and night duty roster and inputs for leave. Do readjustments as required on the shift to provide adequate nursing care. Provide accurate record keeping and statistical information for the unit. The evaluation of staff on work performance according to performance management system. Execute disciplinary code and grievance procedure up to a certain level then refer to the nurse manager. Implement Employee Assistance Programme. Ensure that the units comply with National Core Standards, Batho Pele principles to meet needs and demands of the clients. Financial Resources: Monitoring of financial resources with emphases on cost containment and keeping of all records within the financial policies. Order and monitor appropriate level of consumables i.e. according to norms. Check all equipment to ensure working order and refer for repairs. Assess the suitability of equipment and consumables for specialized areas. Give budget inputs regarding consumables and equipment budget for financial year. Exercise the control functions to meet medical/legal obligations. i.e. weekly schedule drugs control of medication used. Check wards dispensary Daily emergency equipment checking, control and functionality. Services: Monitor services i.e. linen and cleaning in conjunction with housekeeping staff. Monitor telephone use and keep records Coordination of provision of effective training and research: Plan for the provision, orientation, induction and mentoring of all nursing staff and orientation of other staff. Plan and coordinate training and promote learning opportunities for all nursing categories i.e. on the job training complete patient related data. Contribute to evidence base research. Provision of effective support to Nursing Services: Assist with relief duties of the supervisors. Partake on overall specialized unit functions, i.e. team building. Maintain professional growth/ethical standards and self-development: Maintain the Code of Conduct: Public Service, Professional Body, Seeking learning opportunities, In-service training.

**ENQUIRIES**

: Mrs TG Msibi Tel No: 034 4134000

**APPLICATIONS**

: All applications must be addressed to Itshelejuba Hospital Private Bag X0047 Pongola 3170 or Hand deliver to the Human resources Office at Itshelejuba Hospital.

**NOTE**

: An application for Employment Form (z83) must be completed and forwarded. This obtainable from any Public Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) Certified copies of ID documents, Std 10, educational qualification, certificates of services 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 for 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 z83. Please note that the selected candidate will be subjected to pre-employment screening and verification process. Due to large number of application we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing

date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payments of S&T claims.  
07June 2019

**CLOSING DATE**

:

**POST 18/318**

:

**OPERATIONAL MANAGER NURSING (PHC) REF NO: NGWE 38/2019**  
Clinics Supervisor

**SALARY**

:

Grade 1: R562 800 per annum Plus 8% Rural Allowance, 13<sup>th</sup> Cheque, Housing Allowance and Medical Aid Subsidy (Employee must meet the prescribed requirements)

**CENTRE**

:

Ngwelezana Tertiary Hospital

**REQUIREMENTS**

:

Diploma/Degree in General Nursing that allows registration with South African Nursing Council as a Profession Nurse in General Nursing. One year post basic qualification in Primary Health Care Nursing. Current registration with the SANC as a Professional Nurse. A minimum of 9 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing, At least 5 years of the period referred above must be appropriate/recognizable experience in Primary Health Care Unit after obtaining post basic qualification in Orthopaedics Nursing. Proof of working experience (certificate of service) endorsed by Human Resource. Managerial skills Advanced knowledge and skills of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Insight into the public health sector strategies and priorities including nursing strategy, standard procedure and policies pertaining to nursing care. Basic computer skills.

**DUTIES**

:

Provide effective and professional leadership within cluster of clinics. Oversee a provide a safe therapeutic environment in the allocated clinics that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable. Conduct compliance audits regularly. Establish effective communication between clinics and hospital, other health professionals and relevant stakeholders. Compile reports as means of reporting regularly. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Assist in the develop and implement quality assurance programs, policies, operational plan, standard operating procedures and guidelines for clinics. Oversee the improve quality care through reduction of patient complaints. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution and other regulating bodies. Develop/establish and maintain constructive working relationship with nursing and other stakeholders. Ensure that infection control and prevention policies are implemented by clinics. Manage and supervise effective utilization of all the resources e.g. human, financial material. Develop, monitor and evaluate staff in terms of EPMS. Exercise control over discipline, grievance and all labour relations issues. Attend to meetings and workshops as directed. Adhere to correct channels of communication as per the hospital organogram. Perform other duties as assigned by the supervisor and hospital management. Ensure implementation of NCS, Ideal Clinic and other departmental initiatives including provincial priorities.

**ENQUIRIES**

:

Dr BS Madlala Tel No: 035 901 7105

**APPLICATIONS**

:

Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block

**FOR ATTENTION**

:

Mr MTR Nzuzo

**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](http://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. Failures to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

- CLOSING DATE** : 07 June 2019 (Late applications will not be accepted)
- POST 18/319** : **OPERATIONAL MANAGER NURSING (GATEWAY CLINIC) REF NO: SMKH 01/2019**  
 This is a re-advertisement; Those who previously applied need not to re-apply as their applications will be considered.
- SALARY** : R562 800 – R633 432 per annum. basic salary and 30%flexible portion that be structured in terms of the applicable rules,8% inhospitable of basic salary
- CENTRE** : St Mary's Kwa-Magwaza District Hospital
- REQUIREMENTS** : Grade 12/ Senior Certificate Basic R425 qualification (i.e Diploma Degree in Nursing) Or Equivalent qualification that allows registration with the SANC as Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care accredited with SANC. Current registration (2019) with SANC as Professional Nurse. Certificate of registration as Professional Nurse. A minimum of nine (09) years appropriate recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be. Appropriate/recognizable experience. in the specific specialty after obtaining post basic qualification in the relevant specialty. Proof of work experience endorsed by Human Resource Department (not Certificate of service). Knowledge of nursing care processes and procedures, nursing statues and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patient's Rights Charter, Labour Relations Act, Grievance procedures etc. Leadership, organizational, decision making and problem solving skills. 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. Knowledge of SANC rules and regular scope of practice, labour relations and departmental policies.
- DUTIES** : Monitor and evaluate performance of Clinic staff according to set standards, norms target and to ensure effective reporting. Ensure provision of high quality. Comprehensive care through provision of preventive, curative and rehabilitative services. Ensure and monitor implementation and evaluation of all services including priority programs by all clinic staff members i.e. National core Standards and Ideal Clinic. Provide relevant information to the Health care to assist in the achievement of optimal health care. Maintain good relationship with relevant role players and stakeholders. Manage and monitor proper utilization of human, financial and other resources entrusted to you. Deal with disciplinary and grievance matters including monitoring and management of staff absenteeism. Provision of administrative services by planning, organizing, and ensure the availability of medicines, supplies and essential equipment. Ensure monitoring and evaluation of staff performance through the EPMDS system. Ensure that there are effective systems for data management and reporting of quality data on relevant indicators at the hospital and local clinics. Support PHC re-engineering by ensuring that outreach teams are. Functional. Ensure effective implementation of Sukuma-Sakhe Programmes to maximize patient care Conduct patient satisfaction survey and waiting times for the clinic. Ensure adequate control and allocation of Human and Material resources. Be involved and assist other staff members in the clinical management of clients.
- ENQUIRIES** : Mrs P.D.Buthezezi Tel No: 035 450 8256

<b><u>APPLICATIONS</u></b>	:	All applications should be posted to: The Chief Executive Officer St'Mary KwaMagwaza Hospital private Bag X808, Melmoth,3835
<b><u>FOR ATTENTION</u></b>	:	Human Resource Manager
<b><u>NOTE</u></b>	:	This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department the contents of this Circular Minute must be brought to the notice of all eligible Officers and employees on your establishment of all institutions. Institutions must notify candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: The following documents must be submitted :Application for Employment form (Z83) which is obtainable from any Government Department OR from the website www.kznhealth.gov.za.The application form (Z83) must be accompanied by a detailed Curriculum Vitae ,certified copies of Qualifications and identity document-not copies of certified copies .The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. SMKH 01/2019. NB: failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance ,credit records, qualification, citizenship and previous experience employment verification).Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledge .However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for an interview. EET: African Male.
<b><u>CLOSING DATE</u></b>	:	07 June 2019
<b><u>POST 18/320</u></b>	:	<b><u>ASSISTANT MANAGER NURSING: PLANNING, MONITORING AND EVALUATION REF NO: NDH 10/2019</u></b>
<b><u>SALARY</u></b>	:	R562 800 per annum. Benefits: Plus 13th cheque, Housing Allowance (provided the incumbent meets the requirements)- Employee must meet prescribed requirements and Medical Aid – Optional.
<b><u>CENTRE</u></b>	:	Northdale Hospital Pietermaritzburg
<b><u>REQUIREMENTS</u></b>	:	Basic R425 (i.e. Degree/Diploma in General Nursing and Midwifery. Current registration with South Africa Nursing Council as a registered General Nurse and Midwife). Minimum of 8 years appropriate/recognisable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognisable experience at a management level. Valid Driver's license. Proof of computer literacy. Proof of current and previous experience endorsed and stamped by your HR (Certificate of service). Knowledge, Skills, Training & Competencies Required: Leadership, Management, planning, organisation and co-ordination skills. Knowledge of relevant Acts, prescripts, policies and procedures governing health care service delivery, especially medical and surgical. In depth knowledge of monitoring and evaluation and legislative framework. Data management and ability to analyse and interpret complex information. Quality Assurance and Infection and Prevention and Control Guidelines and Principles. Understanding of HR policies and staff relations knowledge of DHMIS policy and relevant information system. Strong leadership, planning and organizational skills. Project management, financial management coupled with decision making and problems solving skills. Ability to work independently and under pressure. High level communication skills both written and verbal. Human resources management and computer skills.
<b><u>DUTIES</u></b>	:	Administer and facilitate the implementation of an integrated monitoring and evaluation framework fully aligned to National; Provincial; and departmental performance reporting requirements. Co- ordinate the drawing of institutional plans which are aligned to annual performance plan. Analyse data obtained from sources and other management information systems against indicators with a view to develop reliable performance profiles for verification and publishing of the

prescribed performance and other reports. Ensure planning, monitoring and evaluation support to all departments in the institution. Develop budget estimates for the planning, monitoring, and evaluation unit as well as efficient management of resources allocated to the planning M&E unit. Ensure implementation of the total quality management framework and compliance to National Core Standards. Enforce compliance to legislative prescripts in all units within the facility jurisdiction. Working towards a clean audit. Coordinate staff training and initiatives for ensuring service excellence. Oversee Quality and Infection Prevention and Control issues. Ensure good governance within the facility.

<b><u>ENQUIRIES</u></b>	:	Mrs BC Maphanga Tel No: (033) 387 9007
<b><u>APPLICATIONS</u></b>	:	All applications must be addressed to the Human Resources Manager posted to Private Bag x9006 Private Bag 3200
<b><u>CLOSING DATE</u></b>	:	07 June 2019
<b><u>POST 18/321</u></b>	:	<b><u>OPERATIONAL MANAGER NURSING: PHC REF NO: EGUM 10/2019 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R562 800 – R633 432 per annum Plus 13th cheque, 8% Rural, Medical Aid (Optional), Housing Allowance, (employee must meet prescribed requirements).
<b><u>CENTRE</u></b>	:	E G & Usher Memorial Hospital (Gateway Clinic)
<b><u>REQUIREMENTS</u></b>	:	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, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, Occupational Health and Safety Act, Public Service Regulations, Labour Relations Act, disciplinary code and procedures, grievance procedures etc. Knowledge of SANC rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programmes, Batho Pele principles and Patient Rights Charter. Insight into procedures and policies pertaining to nursing care. Human Resource Management and basic financial management skills. Leadership organisational, supervisory and report writing skills. Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills. Computer skills in basic programmes.
<b><u>DUTIES</u></b>	:	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  
APPLICATIONS**

: Mrs M.J. Mbali Tel No: 039 - 797 8100  
: 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). Please note due to large number of applications received, applications will not be acknowledged.

**FOR ATTENTION  
NOTE**

: Human Resource Department  
: 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](http://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 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 If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. 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**

: 07 June 2019.@ 16H00 afternoon

**POST 18/322**

: **ULTRASOUND RADIOGRAPHER GRADE 1, 2, 3 REF NO: NGWE 39/2019**  
Imaging Diagnostic Services

**SALARY**

: Grade 1: R395 703 per annum  
Grade 2: R466 119 per annum  
Grade 3: R549 066 per annum  
Plus 12% Rural Allowance, 13<sup>th</sup> cheque, Housing Allowance and Medical Aid Subsidy (Employee must meet the prescribed requirements)

**CENTRE  
REQUIREMENTS**

: Ngwelezana Tertiary Hospital  
: National Diploma in Radiography: Ultrasound or Bachelor's Degree in Technology Radiography: Ultrasound. Proof of original registration with Health Professions Council of South Africa as an Ultrasound Radiographer. Proof of current registration with the Health Professions Council of South Africa for 2019/2020 in the category. Independent Practice: Ultrasound. **Grade 1:** 4 years appropriate experience after registration with HPCSA as a radiographer (Ultrasound). **Grade 2:** 14 years appropriate experience after registration with HPCSA as a radiographer (Ultrasound) of which 10 years must be after registration. **Grade 3:** 24 years appropriate experience after registration with HPCSA as a radiographer (Ultrasound) of which 20 years must be after registration. NB: Applicants with a (4) years Radiography Specialty Qualification (not in possession of Diagnostic Radiographer Qualification and without the 4 years appropriate experience in

Ultrasound, may also apply but will be appointed TITLED as Diagnostic Radiographer on salary notch R317 976 per annum and work in the Ultrasound component to attain or complete their 4 years appropriate experience and then be translated to Specialty). 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. 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 N.P. Ntengenyane Tel No: 035 907 7115  
**APPLICATIONS** : Please forward application quoting the reference number to The Human Resource Department, Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1st Floor Admin Block

**FOR ATTENTION** : Mr MTR Nzuzo  
**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. Failures to comply with the aforementioned instructions will 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** : 07 June 2019 (Late applications will not be accepted)

**POST 18/323** : **CLINICAL NURSE PRACTITIONER (PHC TRAINER) REF NO: ITSH 12/2019**

**SALARY** : Grade 1: R383 226 per annum Other benefits: 13th cheque Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirement and 12% rural allowance  
 Grade 2: R471 333 per annum Other benefits: 13th cheque Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirement and 12% rural allowance

**CENTRE** : Itshelejuba Hospital  
**REQUIREMENTS** : **Grade 1:** Matric senior certificate (Grade 12), Degree/Diploma in Nursing plus one year post Basic qualification in Primary health care.3-5 years' experience in Nursing after registration as a Professional Nurse. Current registration with SANC as General Nurse. **Grade 2:** Matric Senior Certificate, Diploma /Degree in Nursing plus one year post Basic qualification in Primary Health Care. Current registration with SANC as General Nurse. A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC in General Nursing and Midwife. At least 10 years of the period mentioned above must be recognizable experience in the specific Specialty after obtaining the relevant one (1) year post-basic qualification required for the relevant Specialty. Computer literacy-Proof must be provided. Valid driver's license. NB: Proof of work experience signed by Human

Resource section must be attached. Recommendations: NIMART training plus one year experience after obtaining the certificate. Experience in PHC training. Experience on HAST Program MCWH, NCD, EPI. Report writing skills, financial management skills. Empathy and counselling skills and knowledge. Strong interpersonal, communication and Presentation skills. Project management skills. Ability to make independent decisions. An understanding of the challenges facing the public health sectors. Ability to translate information objectives in to practical plans. Ability to prioritize issues and other work related matters and to comply with the time frames. Proven initiatives, decisiveness and to acquire new knowledge swiftly. Knowledge of Batho Pele Principle.

**DUTIES** : Assess Sub-District Training needs and co-ordinate the development of integrated training plan involving all the stakeholders. Co-ordinate, manage and monitor the implementation of Training programmes in the sub- district. Ensure the effective and efficient utilization of resources allocated to the section. Adapt and modify training material to keep it current and interest in the health care message being delivered thereby ensuring buy-in by audience. Assist programme managers to train community members at outreach, to further health practices to the community at large. Translate health care policies as stipulated by provincial programme management into Training initiatives. Work closely with program manager, PHC Supervisors, Sub district trainers and other external service providers in addressing the implementation of Training Programmes .Ensure maintenance of quality PHC training in the district.

**ENQUIRIES** : Mrs. TG Msibi Tel No: 034 4134000

**APPLICATIONS** : All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170, Hand delivered to the Human resources Office at Itshelejuba Hospital.

**NOTE** : An application for Employment Form (z83) must be completed and forwarded. This is obtainable from any Public Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) certified copies of ID documents, STD 10, educational qualification, certificates of services 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 for 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 z83. Please note that the selected will to pre-employment screening and verification process. Due to large number of candidate be subjected to application we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constrains there will be no payments of S&T claims.

**CLOSING DATE** : 07 June 2019

**POST 18/324** : **PROFESSIONAL NURSE: SPECIALTY NURSING STREAM – PAEDIATRICS 1 REF NO: PN (SPEC NURS) PAEDS /1/2019 (X1 POST)**

**SALARY** : Grade 1: R383 226 per annum  
Grade 2: R471 333 per annum  
Other Benefits: 13th cheque, Housing Allowance: employee to meet prescribed requirements. Medical Aid: optional

**CENTRE** : Inkosi Albert Luthuli Central Hospital  
**REQUIREMENTS** : Degree/Diploma in General Nursing + Diploma in Midwifery and 1 year post basic qualification Child Nursing Science speciality. Registration with SANC as Professional Nurse – Child Nursing Science (R212). Current registration with SANC as General Nurse and Child Nursing Science. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. **Grade 2:** Experience: A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the Child Nursing Science Specialty



after obtaining the 1 year post basic qualification in the relevant specialty. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

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

**ENQUIRIES** : Mrs NO Mkhize Tel No: (031) 240 1063  
**APPLICATIONS** : must be addressed to the Human Resources Manager and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

**NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE** : 07 June 2019

**POST 18/325** : **PROFESSIONAL NURSE: SPECIALTY NURSING STREAM – CRITICAL CARE REF NO: PN (SPEC NURS) CRIT-CARE /2/2019 (X1 POST)**

**SALARY** : Grade 1: R383 226 per annum  
 Grade 2: R471 333 per annum  
 Other Benefits: 13th cheque, Housing Allowance: employee to meet prescribed requirements. Medical Aid: optional

**CENTRE** : Inkosi Albert Luthuli Central Hospital  
**REQUIREMENTS** : Degree/Diploma in General Nursing and 1 year post basic qualification Critical Care specialty (R212). Registration with SANC as Professional Nurse – Critical Care. Current registration with SANC as General Nurse and Critical Care. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Recommendation: Diploma in Basic Midwifery (R2488). **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. **Grade 2:** Experience: A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the Critical Care Specialty after obtaining the 1 year post basic qualification in the relevant specialty. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices.

Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

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

**ENQUIRIES** : Mrs NO Mkhize Tel No: (031) 240 1063  
**APPLICATIONS** : must be addressed to the Human Resources Manager and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

**NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE** : 07 June 2019

**POST 18/326** : **PROFESSIONAL NURSE: SPECIALTY NURSING STREAM –MATERNITY REF NO: PN (SPEC NURS) NEONATAL AND LABOUR WARD /1/2019 (X3 POSTS)**

**SALARY** : Grade 1: R383 226 per annum  
 Grade 2: R471 333 per annum  
 Other Benefits: 13th cheque, Housing Allowance: employee to meet prescribed requirements. Medical Aid: optional

**CENTRE** : Inkosi Albert Luthuli Central Hospital  
**REQUIREMENTS** : Degree/Diploma in General Nursing + Diploma in basic midwifery and 1 year post basic qualification Midwifery and Neonatal Nursing specialty (R212). Registration with SANC as Professional Nurse and Midwifery & Neonatal Nursing. Current registration with SANC as General Nurse and Midwifery and Neonatal Nursing. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. **Grade 2:** Experience: A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the Midwifery and Neonatal Nursing Specialty after obtaining the 1 year post basic qualification in the relevant specialty. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human

		relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.
<b><u>DUTIES</u></b>	:	Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH and relevant prescripts. Internal rotation of staff within the relevant specialty will be exercised according to patients need. Night duty will be implemented. Acts as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs NO Mkhize Tel No: (031) 240 1063
	:	must be addressed to the Human Resources Manager and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.
<b><u>NOTE</u></b>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
<b><u>CLOSING DATE</u></b>	:	07 June 2019
<b><u>POST 18/327</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER REF NO: DANCHC 03/2019 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R383 226 – R444 276 per annum Grade 2: R471 333 – R579 276 per annum Other benefits: 13th cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met
<b><u>CENTRE REQUIREMENTS</u></b>	:	Dannhauser Community Health Centre
	:	Grade 12 (Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. Applicants are required to submit proof of current and previous work experience/ Certificate of Service endorsed and stamped by Human Resources. <b>Grade 1:</b> Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. <b>Grade 2:</b> Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing, of which at least 10 years must be Appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the Post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-

ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

**DUTIES** : Implement and advocate for programmes initiative for clients and the community served by the CHC. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the CHC. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the CHC. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, Including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the CHC. Work as part of a multi-disciplinary team to ensure good Nursing Care in the CHC. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the CHC. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

**ENQUIRIES** : Mrs M Ntseki Tel No: (034) 621 6119

**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 License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of 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** : 07 June 2019

**POST 18/328** : **ASSISTANT DIRECTOR: SYSTEMS REF NO: DANCHC 04/2019 (X1 POST)**

**SALARY** : R376 596 – R454 920 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. An appropriate Bachelor's Degree/National Diploma in Public Management or Public Administration; and Three (3) years supervisory experience in systems management, and a valid driver's license (Code 08 or 10). Applicants are required to submit proof of current and previous work experience endorsed and stamped by Human Resources (Certificate of service and service record) must be attached. Knowledge, Skills, Training and Competencies

Required for The Post: Knowledge of legislative prescripts governing the Public Service. Knowledge of and experience in General Administration, Patient Administration and Information Systems .Knowledge of relevant acts and regulations inclusive of Patient Fees Manual. Understanding of information Technology Systems. Knowledge of Health and Safety and Quality Assurance Management. Ability to develop policies and understand HR matters, including compilation of management reports. Sound leadership qualities and ability to perform independently and under pressure .Sound management, negotiation, interpersonal, decision- making and problem-solving skills. Good planning, organising, interpersonal relationship, listening and co-ordination skills. Capacity to build and maintain relationship, team building and supervisory skills. Concern for excellence and organising activities and projects for components. Knowledge of project management and good verbal and written communication skills. Knowledge of EPMDS and relevant policies and procedures; and Computer Literate in Microsoft Word, Excel, PowerPoint and Outlook.

**DUTIES**

: Manage the day-to-day functioning of the Systems Component in the institution to ensure that high quality services are being provided. Monitor the provisioning of all systems services facilitated by contractors in order to ensure contract adherence and highest level of quality. Manage the following services to ensure optimal usage and cost effectiveness in the entire institution; Cleaning Services, Telecommunication Services, Registry and Reprographic Services, Maintenance Services, Information Systems and Technology Services, Gardening Services, Patient Administration Service, Mortuary Services, Housekeeping Services, Security Services, Laundry Services, Transport Services, Occupational Safety, Waste Management and Systems Contracts Management. Ensure that all institutional information systems are maintained to provide reliable, valid and timeous processing of information. Implement and monitor effective systems policies, protocols and practices within the day-to-day operational areas. Oversee risk management system at the institution to ensure that an effective, up-to-date disaster and major incident management plans are maintained. Render expert advice to the management on matters relating to systems administration to ensure compliance with all statutory regulations. Provide technical advice to the management team in respect of operations and ensure that stand by and emergency facilities are properly maintained. Contribute as a member of the multi-disciplinary management team towards the effective and efficient management of the institution, and Ensure that staff has work plans and EPMDS tallying with the goals of the component and the institution.

**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 Mrs DBP Buthelezi

**FOR ATTENTION  
NOTE**

: Applications must be submitted on the prescribed application for employment form (z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Certificates, Identity Document and Driver's License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of 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** : 07 June 2019