**POST 22/124** :

**MEDICAL SPECIALIST: GRADE 1/2; REF NO: HRM 25/2019 (02 POSTS)**

**Directorate:** Dept. Of Orthopaedics

**SALARY** :

Grade 1: R 1 106 040.00 – R 1 173 900.00 per annum. (All inclusive salary package) excluding overtime

Grade 2: R 1 264 623.00 – R 1 342 230.00 per annum (All inclusive package) excluding overtime

**CENTRE** :

King Edward VIII Hospital (KEH)

**REQUIREMENTS** :

**Grade 1**

None to less than 5 years actual experience after registration with the HPCSA as a Medical Specialist

**Grade 2**

5 years to less than 10 years actual experience after registration with the HPCSA as an Independent Medical Practitioner

MB CHB degree or equivalent PLUS registration certificate with the HPCSA as a Medical Specialist PLUS current registration with HPCSA as a Medical Specialist (2019/2020)

**Recommendation:**

Computer Literacy Knowledge, Skills, Training And Competencies Required:

- Sound clinical and surgical knowledge and experience in the Orthopedics surgery, knowledge of current Health and Public Service legislation, regulations and policy including medical ethics, epidemiology and statistics,
- good communication, leadership, decision-making and clinical skills, ability to teach doctors, students and participate in continuing professional development

**DUTIES** :

Key Performance Areas: Provide safe, ethical and high quality of care through the development of standards and risk assessments in the area of Clinical and customer care (patient perspective) in the respective specialty, develop a full package of services including complex orthopedics cases, develop, maintain and audit the correct implementation of clinical protocols and guidelines, implement and maintain an efficient, effective and seamless service delivery process within the hospital and referring facilities, plan and provide continuous medical education to multidisciplinary team members and conduct and stimulate research, manage and performance of junior staff within the area of control, align clinical service delivery plans and priorities with hospital plans and priorities, undertake appropriate Clinical audit to monitor performance of the service, accept delegated responsibility from the Clinical head of the unit, liaison with Clinical Head regarding service delivery

**ENQUIRIES** :

Dr. S. Ramji - 031 3603854

**APPLICATIONS** :

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

**NOTE** :

An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital.
Person with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying.

**CLOSING DATE**

5 July 2019

**OTHER POSTS**

**POST 22/125**

MANAGER PHARMACEUTICAL SERVICES ASSISTANT: PHARMACY

**REF NO:** ASSIST MAN PHARMACY/1/2019 (1 POST)

Re-advert People Who Applied Before Are Welcome to Reapply

Department: Pharmacy

**SALARY**

R 897 936 per annum (all-inclusive package)

**CENTRE**

Inkosi Albert Luthuli Central Hospital

**REQUIREMENTS**

Bachelor of Pharmacy Degree/ Diploma in Pharmacy. Registration with the S.A. Pharmacy Council as a Pharmacist. Current registration as a Pharmacist with the SAPC. Three (3) years post registration experience as a Pharmacist. Knowledge, Skills, Training and Competence Required: Sound knowledge of all aspects of public sector pharmacy. Thorough understanding of the relevant acts, regulations, standard operating procedures & policies, Good Pharmacy Practice, Good Manufacturing Practice. Must be fully computer literate, and possess good communication, organizational and interpersonal skills.

**DUTIES**

Manage (hands on) allocated sub sections in the Pharmacy. Deputise for the Deputy Manager: Pharmaceutical services from time to time. Completion of reports, including reports/assessments on staff and the functioning of the sub-sections. Screen & dispense prescriptions written for in-patients and outpatients by medical officers. Manage Cytotoxic reconstitution. Compile orders based on recognized Drug Supply Management principles to replenish stock of medicines in the hospital. The training of all staff within the areas of responsibility. Collection of relevant statistics. Consult with doctors and specialists on the use of Standard Treatment Guidelines. Consult with doctors and specialists on prescription problems. Monitor the availability of medicines, stock control measures, Rational Drug Use, maintenance of the Cold Chain and expenditure on Pharmaceuticals. Monitor medicine stock control at every medicine issue point within the hospital. Provide drug information to appropriate staff within the hospital. Ward Pharmacy including ward rounds with medical officers. Undertaking 24-hour call duty on a rotational basis. Maintenance of Policies & procedures according to DOH, GPP and GMP requirements. Maintain/Input data into the computerised pharmacy module. Participate in CPD. Perform after-hour and Saturday morning duties. PTC secretariat duties for hospital and district including Antibiotic stewardship. Clinical pharmacy duties. Liaise with AME regarding P.I.S. Management of Section 21 and Non EML patient named motivations. Stock control monitoring in all sub-sections. Deployment of staff. Maintain ward stock formulary and determine stock levels. Determine and maintain overall stock levels, re-order levels and quantities. Supervise stock takes. Maintain P.I.S stock master and data integrity. Maintain pre pack formulary. Attendance, Leave & Time off control using the current computerized system. Attend relevant meetings within and outside the hospital.

**ENQUIRIES**

Doug Joiner Tel no: (031)-2401055

**APPLICATIONS**

All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

**NOTE**

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

CLOSING DATE : 12 July 2019

POST 22/126 : MEDICAL OFFICER GRADE 1, 2 OR 3 REF NO: UMZ02/2019 (1 POST)

SALARY : Grade 1 – R821 205.00
          Grade 2 – R938 964.00
          Grade 3- R1 089 693.00 Other Benefits: PLUS 13th Cheque, 22% Rural Allowance, Commuted overtime, Medical Aid (Optional) and Home Owners Allowance (employee must meet prescribed requirements).

CENTRE REQUIREMENTS : Umzimkhulu Psychiatric Hospital

Grad 1: Senior Certificate or equivalent qualification, appropriate qualification in the Health Science – MBCHB Degree plus initial registration and current registration with Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. One year 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. Grade 2: Senior Certificate or equivalent qualification. Appropriate qualification in the Health Science – MBCHB Degree plus initial registration and current registration with Professional Council of South Africa (HPCSA) as a Medical Practitioner. Five (05) years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. Six (06) years 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. Grade 3: Senior Certificate or equivalent qualification, appropriate qualification in the Health Science – MBCHB Degree plus initial registration and current registration with Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. Ten (10) years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. Eleven (11) years 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 in South Africa.

DUTIES : Grade 1: General Skills as a Medical Officer is required (History taking, Mental state examination and physical examination) Ability to work in multi – disciplinary team setting. Excellent communication Skills ability to work and maintain meaningful relationship with adverse community Program Planning, Implementation and evaluation Information Management Knowledge of Health and Public Service Legislation, Regulations and Policies.Key Performance areas: Provide medical services at the department appointed to Assist, facilitate and participate in quality of care, assisting team members with quality assurance, Quality improvement projects and development of Clinical Guidelines and Policies Participation in patient satisfactions surveys and reducing waiting times, Maintain and continuously improve professional and ethical standards Instil confidence in Public Service and also in medical profession through exemplary behaviour Participation in afterhours work Undertake clinical responsibilities including examine, investigate, diagnose and oversee the treatment of Patients. Implementation of Six Priorities of the Department of Health as per “ Make Me Look Like A Hospital Project " Make Me Look Like A Hospital Project “Grade 2: Diagnostic and therapeutic Skills in the field of Psychiatry and general medicineAbility to work independently to arrive at working diagnoses and implement appropriate management and treatment. Ability to work with other Mental Health Professionals for the benefit of the patients. Be involved in psychosocial rehabilitation programmes for the patients/mental health care users. Knowledge of all applicable legislation pertaining to Mental Health.Supervision and training of Junior Medical and Nursing staff and Allied Health Professions.Key Performance areas: Management of Mental Health Care Users including inpatients and outpatients. Management of Mental Health Care Users / patients within the context of the Mental Health Care Act
(No 17 of 2002) and the Criminal Procedure Act (No 51 of 1977 Sections 77, 78 and 79)

Diagnose and evaluate patients' health status including their psychological and physical health. Attend to administrative matters that pertain to the unit, as well as ensuring effective and efficient development, implementation and monitoring of policies, protocols and quality standards in the hospital (including risk management). Undertake on going health care of patients to allow for continuity of psychiatric and physical care in line with psychosocial rehabilitation. Work with / co –ordinate health care teams to contribute towards a multidisciplinary approach. Implementation of Six Priorities of the Department of Health as per “ Make Me Look Like A Hospital Project. Grade 3: Ability to assess, diagnose, manage and follow up Mental Health Care Users with common Psychiatric problems. Medical Ethics, Epidemiology and Statistic. Ability to work under Multidisciplinary team setting excellent communication Skills and Ability to teach and train staff within the team Ability to work and maintain meaningful relationship within the diverse community Knowledge of Heath and Public Legislation, Regulations and Policies. Ability to function as part of a team and rotate through different Departments of the Hospital as required Clinical and Administrative ability Experience and knowledge of Mental Health Legislation and other documents .Policies and practices relevant and organisation of Mental Health Services. Leadership, communication and Organisational Skills Programme Planning, Implementation and Evaluation. Management of Human Resources Computer literacy Knowledge understanding and implementation of Batho Pele Principles.Key Performance Areas: Provide Medical and Psychiatric Care, Assessment and Evaluations of Mental Health Care Users (MHCUS) both within the Institutions and the community where indicated. Ensure that clinical Audit, Standard Treatment Guidelines and Quality Assurance initiatives are implemented. Provide teaching and clinical training to Students and Trainees in Psychiatry (Nursing and Allied Health Professions) and Junior Medical Staff. Provide advice, guidance and training to Clinical, Paramedical and Management staff both within the institution and other services throughout Area Participate in the development of clinical management guidelines, protocols and referral pathways in the management of MHCUS. Attend to Administrative matters as pertains to the inpatient and outpatient services. Ensure the effective, efficient and economical use of allocated resources inclusive of Human Resources. Implementation of SIX Priorities of the Department of Health as per Make Me Look Like A Hospital Project. Recommendations Diploma in Mental Health and previous experience in Psychiatry will be added advantage, A valid Driver’s license, Previous experience in Psychiatry, Proof of experience endorsed and stamped by Human Resources (Certificate of Service).

ENQUIRIES : Dr P.A. Songo Tel no:(039) 259-0310 Ext: 118
APPLICATIONS : All applications should be forwarded to The Human Resource Manager Umzimkulu Hospital Private Bag X 514 Umzimkulu 3297
FOR ATTENTION : Dr P.A Songo
NOTE : Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any Government Department OR from the website: www.kznhealth.gov.za Certified copies of Identity documents, Grade 12 certificate or other required tertiary qualification certificate, Curriculum Vitae must be attached starting with relevant experience, Certificates of service starting with relevant experience NB: Certified copies should not be older than three months, not copies of certified copies & faxed applications will not be considered. The reference number must be indicated in the column provided on the form Z83, e.g: UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. Applications 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. This department is an equal opportunity, affirmative action employer whose aim is to promote
respectively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply. Note: African females are encouraged to apply.

**CLOSING DATE** : 12 July 2019

**POST 22/127** : MEDICAL OFFICER (FAMILY MEDICINE) (GRADE 1-3) REF NO: MAD 18/2019 (X1 POST)

**SALARY** :
Grade 1: R821 206.00 – R884 670.00 per annum. Medical Officer
Grade 2: R938 964.00 – R1 026 693.00 per annum. Medical Officer
Grade 3: R1 089 693.00 – R1 362 366.00 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 REQUIREMENTS** :
Madadeni Provincial Hospital

**REQUIREMENTS** :
A basic qualification of MBChB plus Current (2019) registration with the HPCSA. Registration Certificate with HPCSA as a Medical Practitioner. Proof of current and previous work experience endorsed by HR (Certificate of Service). EXPERIENCE: Medical Officer **Grade 1**: No experience required from South African qualified employees. One (1) year 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.
Medical Officer **Grade 2**: Five (5) years’ relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner. Six (6) years’ 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. Knowledge, Skills and Competencies required: - Sound clinical skills and knowledge in General Medicine especially Emergency Medicine. Sound knowledge of Emergency and Resuscitation competencies, ASLS, ATLS, PALS; AMLS are advisable but not required. Good interpersonal skills, Sound Assessment, Diagnostic and Management Skills, Knowledge and Skills Care

**DUTIES** :
Key Performance Areas: - Clinical / and administrative duties/ responsibilities for the respective sections. Implement quality standards and practices and treatment protocol to ensure correct and effective Management of patients. Examination, Diagnosis and Treatment of patients in the Emergency Department A&E. Perform emergency procedures. Application of Emergency Medicine principles of care to patients and relatives. Facilitation of staff training and on-going Medical Education and after-hours participation in call rosters.

**ENQUIRIES** :
Dr MI Siddique Tel no: (034) 328 8185

**APPLICATIONS** :
All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag x6642, Newcastle, 2940

**FOR ATTENTION** :
The Recruitment Officer

**NOTE** :
The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and Identity document – not copies of certified copies. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the
following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non-RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.

**CLOSING DATE** : 12 July 2019

**POST 22/128** : ASSISTANT MANAGER NURSING SPECIALITY (INCLUDING OPD, CASUALTY, CSSD AND THEATRE REF NO: (EMS/01/2019)

Re-Advertise Those Who Apply Before May Re-Apply

**SALARY** : R 614 991.00 per annum (other benefits: Medical Aid (Optional) 13th Cheque, Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.

**CENTRE** : Emmaus Hospital

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

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

**ENQUIRES** : Ms PPJ van der Plank, Tel no: (036) 488 1570 (ext 8204)
APPLICATIONS: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

FOR ATTENTION: Human Resource Manager

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

CLOSING DATE: 5 July 2019 at 16:00

POST 22/129: ASSISTANT MANAGER NURSING –MEDICAL WARDS OPD (1 POST) REF NO: CH02/2019

SALARY: R562 800.00 per annum plus 13th Cheque. Other Benefits: Medical Aid (optional), 12 % Rural Allowance, Homeowners allowance (employee must meet prescribed requirements)

CENTRE: Ceza – Thulasizwe District Hospital

REQUIREMENTS: Grade 12 certificate. Diploma/Degree in general nursing and Midwifery. Current registration with SANC as a Professional Nurse. A minimum of 10 years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Certificate of service endorsed by Human Resource department Verification of employment and proven management experience signed by Manager. Recommendation: Nursing care processes and procedures, nursing Tools from the nursing Directorate, and other relevant legal frameworks such as Nursing Act, Occupational Health and Safety, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Health Act and all relevant Policies and Procedures . Planning, Leading, Decision Making and Problem solving. Financial and budgetary knowledge pertaining to the resources under your management. Insight into nursing standards and policies and implementation thereof. Team building Skills and Interpersonal Relations. Good communications Skills.

DUTIES: Manage, supervise and coordinate the provision of the effective and efficient patient care through adequate clinical governance. Coordinate the active functionality of all relevant clinical governance committees through relevant managers. Development, establishment and maintenance of constructive working relationship with nursing and other stakeholders /multidisciplinary team within and outside of the hospital. Ensure and articulate professional /ethical practice, ensuring that nurses practice under all relevant legal frameworks. Ensure that Labour Relations Act is understood by staff and appropriate implementation thereof. Ensure appropriate utilization of all resources. Ensure implementation, facilitation and coordination of all Clinical and Non Clinical Programs including PHC to integrate services. Ensure good staff/ management relations to promote team spirit within the whole component. Ensure quality data management. Provide relief on night duty and be willing to operate under pressure. Work during weekends /holidays /on call after hours to ensure continuous management of the component.

ENQUIRIES: Mrs. MP Msane Tel no: (035) - 832 5035/32

APPLICATIONS: Direct your application quoting the relevant reference number to: The Chief Executive Officer, Ceza Hospital, Private Bag X200, Ceza, 3866. Hand delivered applications may be submitted to Chibini Main Road, Human Resource Section, and Ceza Hospital, before 16H 00 on or before the closing date.

FOR ATTENTION: Mr. E.S. Mazibuko

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

**CLOSING DATE**: 12 July 2019

**POST 22/130**: OPERATIONAL MANAGER: PHC; GATEWAY CLINIC THULASIZWE HOSPITAL: (1 POST) REF NO CH03/2019

**SALARY**: R562 800.00 per annum plus 13th Cheque. Other Benefits: Medical Aid (optional), 12% Rural Allowance, Homeowners allowance (employee must meet prescribed requirements)

**CENTRE**: Ceza-Thulasizwe District Hospital

**REQUIREMENTS**: Senior Certificate. National Diploma / Degree in Sciences as a General Nurse and Midwife or equivalent qualification that allows registration with SANC as a professional nurse. One (1) year Post Basic Qualification in Clinical Nursing Science, Health Assessment, Diagnosis, Treatment and Care (PHC)Current registration with (SANC) South African Nursing Council. Minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse of which 5 years must be appropriate/recognizable experience after obtaining a 1 year post basic qualification in PHC. Proof of Experience / Certificate of Service Current and Previous Endorsed By Hr Must Be Attached. Recommendation: Knowledge of nursing care processes and procedures. Knowledge of nursing statutes and relevant legal prescripts. Knowledge of disciplinary process and grievance procedure. Leadership, organization, decision making and problem solving skills. Good communication, interpersonal relations, counselling and conflict management skills. Human Resource and financial management skills. Report writing and time management skills.

**DUTIES**: Provide comprehensive services according to PHC package services. Provide effective and professional leadership by ensuring that the facility is organized to provide quality nursing care. Manage and direct satisfaction with the improved service delivery by upholding Batho Pele Principles. Evaluate patient care programs and initiate plans for improvement that are supported by strong work ethics. Provide safe and therapeutic environment that allows a practice of safe nursing care as laid down by nursing act. Effectively manage resources allocated to the facility. Ensure implementation of NCS and IDEAL CLINIC. To utilize information for planning and enhance service delivery outcomes. Manage the facility by ensuring that standards are adhered to at all times. Ensure implementation of EPMDs through effective management of human resource.

**ENQUIRIES**: Mr. PL Manqele Tel: 035-832 5189

**APPLICATIONS**: Direct your application quoting the relevant reference number to: The Chief Executive Officer, Ceza Hospital, Private Bag X200, Ceza, 3866. Hand delivered applications may be submitted to Chibini Main Road, Human Resource Section, and Ceza Hospital, before 16H 00 on or before the closing date.

**FOR ATTENTION**: Mr. E.S. Mazibuko

**NOTE**: Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV (experience must be comprehensively detailed) and certified copies of qualification certificates plus registration certificates. Certificate of service must be endorsed by Human Resources. Certified copy
POST 22/131: OPERATIONAL MANAGER NURSING (YANGUYE CLINIC)-REF NO: SMKH 02/2019

CLOSING DATE: 12 July 2019

SALARY: R562 800.00 – R633 432.00 per annum. Basic salary, 8% inhospitable allowance of basic salary, 13th cheque, Medical Aid (optional), Housing Allowance (employee must meet prescribed requirements).

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 the one (01) year post basic qualification in the relevant specialty. Proof of previous and current 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.

of identity document. No faxed or e-mailed applications will be considered. The Department reserves the right not to fill the post after advertisement. The appointments are subject to positive outcomes obtained for the Pre-Employment checks which will be conducted by the Department for the following i.e. Security Clearance/vetting, Security clearance for criminal records, credit records, (Financial, assets records etc.), validation of identity document, driver’s license, professional driving permit (where required). Citizenship/permanent residency, Company Intellectual Property Commission (CIPC)-Business Interests, verification of Education qualifications by the South African Qualifications Authority (SAQA), verification of employment history/reference checks-previous experience from employers. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. “People with disabilities and African males are encouraged to apply. Short listed candidates will not be compensated for Subsistence and Travelling claims(S&T).
ENQUIRIES: Mrs P.D. Buthelezi Tel No: 035 450 8256
APPLICATIONS: All applications should be posted to: The Chief Executive Officer: St Mary’s KwaMagwaza Hospital Private Bag X808, Melmoth, 3835
FOR ATTENTION: Human Resource Manager
NOTE: This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative 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. Directions 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 acknowledged. 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.
CLOSINGDATE: 7 July 2019
POST 22/132: OPERATIONAL MANAGER POST SOBANTU CLINIC REF NO: EB7/2019 (1 POST)
SALARY: R 562 800.00 – R633 432.00 per annum Additional Benefits: 13th Cheque, Medical Aid (optional), home owners allowance (employees must meet prescribed requirements)
CENTRE: East Boom Community Health Centre
REQUIREMENTS: Matric (senior certificate). Diploma/Degree in General nursing and midwifery. 1 Year Diploma in PHC, Minimum of 9 years nursing experience after registration as professional nurse with SANC in General nursing and midwifery. At least 5 years must be recognizable work experience in PHC setting after obtaining one year post basic qualification in Primary Health Care. Current registration with SANC (2019) as a General Nurse and Primary Health Care Nurse. Computer literacy with a proficiency in MS Office software applications. Driver’s license EB – unendorsed. Proof of previous and current work experience (Service record) endorsed and stamped by Hr. Knowledge, Skills, Trainings and Competencies required for the Post: Financial Management. Leadership, organizational, decision making and problem solving ability and leadership skill. Knowledge of public service policies and other Health Related prescripts. Sound knowledge of code of conduct act. Good interpersonal skills. Human resources management and Labour relations.
DUTIES: Provide quality comprehensive Community Health Care package including Preventive, Promotive and Rehabilitation Facilitate Implementation of Quality Improvement Programmes to comply with NHl. Ensure adequate and control and allocation of Human and material resources including vehicles. Supervise and monitor staff performance according to EPMDs. Facilitate and ensure proper clinical governance. Provides control measures to ensure that the clinic functions within the allocated budget. Facilitate provision of clinical services, educational services and be involved in medical research. To assist in Departmental projects Evaluate and monitor compliance with clinical protocols, norms and standards within the clinic. Analyse and interpret statistics including PHC and Programme indicators. Work outside normal working hours and weekends according to service delivery needs. Offer outreach activities as required.
ENQUIRIES: Mrs. NC Mkhabela (033) 264 4900
APPLICATIONS: to be submitted, East Boom CHC Private Bag X4018, Willowton, Pietermaritzburg 3201
FOR ATTENTION: Mr. S Ngcobo
NOTE: Employee equity target for this post is African male
CLOSING DATE: 05 July 2019

POST 22/133: OPERATIONAL MANAGER: PRIMARY HEALTH CARE STREAM REF NO: UMG01/11/19 (X2 POSTS)

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

CENTRE: Umgungundlovu District Office: Component: Caluza Mobile Clinic Diploma/Degree in General Nursing and Midwifery plus one year diploma in PHC Current Registration with SANC as general Nurse and Primary Health Care Nurse A minimum of 9 years recognizable nursing experience after registration as professional nurse with SANC in General Nursing of which 5 Years must be recognizable experience after obtaining one year post basic qualification in primary Health Care. Computer literacy with a proficiency in MS Office Software applications Code 8 Drivers licence. Proof of current and previous work experience endorsed by the employer must be attached.

Knowledge, Skills, Training And Competencies Required:
- Demonstrate understanding of Nursing legislation and related legal and ethical nursing practices within Primary Health Care environment, demonstrate a basic understanding of HR and financial policies and practice. Good communication skills. Good interpersonal skills. Team building and supervisory skills,

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

ENQUIRIES: Mrs NM Ngubane Tel: 033 395 4340
APPLICATIONS: All applications should be forwarded to: The District Director Umgungundlovu Health District, Private Bag X 9124, Pietermaritzburg 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street) Pietermaritzburg

FOR ATTENTION: Human Resource Department
NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes
obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, 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. The Department will not be liable where applicants use incorrect/no reference number(s) O Preference Will Be Given to African Males

CLOSING DATE: 12 July 2019


SALARY: Grade 1: R517 326.00 per annum

CENTRE: Dr Pixley Ka Isaka Seme Hospital

REQUIREMENTS: A minimum of 3 Years supervisory experience after registration with the HPCSA as a Diagnostic Radiographer. National Diploma/Degree in diagnostic Radiography, Unendorsed valid Code B driver's licence (Code 08). Recommendation: -Experience at a Regional Hospital will be an added advantage. Competencies: -Knowledge: Sound knowledge of specialised and general Radiography protocols and equipment, Knowledge of relevant current National and KZN Department of Health strategies to improve service delivery in Hospitals, Knowledge of relevant public service policies, act and regulations, Comprehensive knowledge of radiation protection legislation, OHS Act, and other relevant Health Acts, Knowledge of Radiography Quality Assurance in the Department, Sound planning and organisational skills regarding resources, finance and HR matters.

DUTIES: Key Performance Areas: - Support the Radiography Manager in order to meet the objective of the department, Manage the sub-component by supervising staff, performing relevant administrative functions, chairing meetings and conducting performance assessments through EPMDS. Ensure efficient and effective control and use of all equipment, assets and resource including consumable and staff belonging to the cost centre, Develop, implement and monitor policies and procedures to ensure the effective and efficient functioning of the department, Manage the quality assurance programmes as required by the radiation control directorate and department of Health; Ensure diagnostic services comply with relevant standards, legislation and current government initiatives to improve health services, Provide clinical training and supervision for junior and student radiographers and assume specific trainer roles when delegated to oversee specific imaging areas within radiology, Encourage a multidisciplinary approach by fostering closing working relationships with other departments in order to render quality services. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer(s) prior to the date of the Interview.

ENQUIRIES: MS RT Ngcobo: Tel no (033) 940 -2499

APPLICATIONS: All Applications Should Be Forwarded To: The Chief Director, Human Resource Management Services, KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 OR Hand Delivered to: 330 Langalibalele Street, Natalia Building, REGISTRY, Minus 1: 1 North Tower.

FOR ATTENTION: Mrs D McGarry

NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from...
CLOSING DATE : 05 July 2019

POST 22/135 : CLINICAL NURSE PRACTITIONER

SALARY : Grade 1 R383 226.00 – R444 276.00 per annum PLUS 8% Rural allowance
Grade 2 R471 333.00 – R579 696.00 per annum Plus 8% rural allowance
Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional
[Employee must meet prescribed conditions

CENTRE : UMngungundlovu District Office
Primary Health Care Stream:
Mpumuzi Clinic: Ref No UMG01/12/19: (X 1 post)
Gomane Clinic: Ref No UMG01/13/19 (X 2 posts)
Richmond Clinic Ref No UMG01/14/19 (X 1 post)

REQUIREMENTS : Grade:1 grade 12 (National Senior Certificate),Degree/Diploma in General nursing and Midwifery 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Registration with SANC as General Nurse, Midwife and Primary Health Care. A minimum of 4 years appropriate/recognizable experience as a General Nurse Grade 2 Matric grade 12 (National Senior Certificate) Degree/Diploma in Nursing Science and Midwifery Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus; Current registration with SANC as General Nurse with Midwifery plus Clinical Nursing Science, Health Assessment, Treatment and Care (PHC)plus; A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years must be appropriate/recognizable PHC experience after obtaining a one year basic qualification in Primary Health Care. Proof Of Current And Previous Work Experience Endorsed By The Employer Must Be Attached. Knowledge, Skills, Training and Competencies required: - Demonstrate understanding of Nursing legislation and related legal and ethical nursing practices within Primary Health Care environment, demonstrate a basic understanding of HR and financial policies and practice. Good communication skills. Good interpersonal skills, Team building and supervisory skills,

DUTIES : Provide quality comprehensive Primary Health care by promoting preventative, curative and rehabilitative services for the clients and community. Administrative service such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patients’ needs and expectations according to Batho Pele Principles. Facilitate implementation of Ideal Clinic concept. Implement NCS within the facility. Conduct facility status determination. Update Ideal website to maintain status achieved. Capture complaints, PSI and waiting times on the website. Implement IPC within the facility. Deputize Operational Manager and take over his/her duties when not on duty.

ENQUIRIES : MRS NA Mbana Tel no: (033) 395 4340

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

FOR ATTENTION : Human Resource Practices

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks
(security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.

CLOSING DATE: 12 July 2019

POST 22/136: PROFESSIONAL NURSE: SPECIALITY NURSING STREAM - OPHTHALMOLOGY REF NO.: PN (SPEC NURS) OPHTAL /1/2019

Re-advert People Who Applied Before Are Welcomed To Reapply

Department: Ophthalmology

SALARY:
Grade 1: R 383 226 per annum Professional Nurse
Grade 2: R 471 333 per annum Professional Nurse
Other Benefits: 13th cheque, Housing Allowance: employee to meet prescribed requirements. Medical Aid: optional.

CENTRE REQUIREMENTS:
Inkosi Albert Luthuli Central Hospital

Degree Diploma in General Nursing and 1 year post basic qualification in the relevant speciality. Ophthalmology. Current registration with SANC as General Nurse and relevant speciality. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Registration as Midwife will be a recommendation

Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required

Grade 2: Experience: A minimum of 14 years appropriate/recognizable 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/recognizable experience in the specific Speciality after obtaining the 1 year post basic qualification in the relevant speciality. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care

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

ENQUIRIES:
Mrs NO Mkhize (031) 240 1063

APPLICATIONS:
All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

NOTE:
An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC
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 : 12 July 2019

POST 22/137 : PROFESSIONAL NURSE (SPECIALITY) MATERNITY: REF NO: 32/2019 (1 POST)

SALARY : 383 226.00 Per Annum plus benefits 13th Cheque, Medical Aid optional. Housing Allowance (Employees to meet the prescribed requirements) Rural Allowance 12%

CENTRE : Greytown Hospital

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

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

ENQUIRIES : Ms. PPL Nkala

APPLICATIONS : forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250

ATTENTION : Mr. LP Ntombela Tel no: (033) 413- 9410

CLOSING DATE : 08 July 2019

POST 22/138 : CLINICAL NURSE PRACTITIONER (GRADE1-2) - REF NO: SMKH 03/2019 (X2 POSTS)

This is a re-advertisement.

SALARY : Grade1 R383 226.00 – R444 276.00, per annum
Grade2 R471 333.00 – R444 276.00 per annum. Basic, 8% inhospitable allowance of basic salary, 13th cheque, Medical Aid (optional), Housing Allowance (employee must meet prescribed requirements).

CENTRE : St Mary's Kwa-Magwaza District Hospital (Melmoth & KwaMbiza Clinic)

REQUIREMENTS : Grade1, Grade 12/ Senior Certificate. Basic R425 qualification (i.e. Diploma / Degree in General Nursing and Midwifery). Registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery. 1 Year Post Basic Diploma in Clinical Nursing Science, Health assessment, Treatment and
Care (PHC). Current registration certificate with SANC in General Nursing and Primary Health Care. Proof of current registration 2019. A minimum of four (4) years appropriate experience after registration as Professional Nurse with the SANC in General Nursing. Grade 2. A minimum of fourteen (14) years actual service and or appropriate / recognizable experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognizable experience in PHC after obtaining the relevant 1 year post basic required for relevant specialty.


DUTIES: Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and labour relations issues in the terms of laid down policies/procedures. Ensure the supervision and provision of basic patient needs. Promote preventive and promotive health for clients through outreach and OSS. Evaluate and follow up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patients clinical condition. Attend and participate in doctors’ visits. Co-ordinate between hospital and community. Health education of patients, staff and public. Assessing in-service training needs, planning and implementing programs. Assist patients and families to develop a sense of care.

ENQUIRIES : Mrs E.T. Sithole 035 450 8203
APPLICATIONS : All applications should be posted to: The Chief Executive Officer: St Mary’s KwaMagwaza Hospital Private Bag X808, Melmoth, 3835
FOR ATTENTION : Human Resource Manager
NOTE : 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. Directions 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.

CLOSINGDATE : 05 July 2019
POST 22/139 : ASSISTANT DIRECTOR: FINANCE (1 POST)
Preference will be given to African Male
SALARY : R376 596 – R454 920 per annum Other Benefits: 13th cheque, Medical aid (optional) and Housing allowance/Home owner (employee must meet the prescribed requirements
CENTRE : Catherine Booth Hospital

DUTIES: Manage day to day financial control of services within the budget and formulate strategic short term and long term fiscal plan. Monitor and interpret cash flow, predict future trends and advise accordingly. Conduct reviews and evaluations for cost reduction opportunity and develop financial management mechanisms that minimize financial risk. Manage overall supply chain operation including the purchasing and inventory of all materials. Compile and present regular report to the Hospital management on expenditure, financial projects and any variations from budget and prepare detailed budget report for the approval of Chief Financial Officer (CFO). Ensure the effective, efficient and economical utilization of resources allocated to the institution including the development of staff. Ensure implementation of the total quality management framework and compliance to National Core Standards. Coordinate, review, analyze and quality assure the financial supporting information for planning purposes. Supervise staff i.e. assist in compiling EPMDS documents, training, discipline and management of grievances in the component. Manage functionality of all finance and SCM component (Budget and Expenditure, Revenue, Assets and Stores). Ensure clearance of suspense account and proper debt management. Ensure proper voucher control and payroll certification. Conduct analysis on expenditure trends and do budget estimates and link with service delivery outcomes.

ENQUIRIES: Ms. TR Vezi Tel no: (035) 474 8407/8/9

APPLICATIONS: All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, UMlalazi Municipality Ward 15, Amatikulu, 3801: Enquiries: Dr. NZ Khumalo: 035 474 8407/8/9

NOTE: The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website www.kznhealth.gov.za. Matric certificate, identity document, copy/copies of highest qualification(s), Proof of registration, Proof of citizenship if not RSA citizen (all certified copies must be not more than three months old). A comprehensive CV indicating three reference persons: Names and contact numbers. Reference checks will be done on nominated candidate(s). Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted.

CLOSING DATE: 05 July 2019