ANNEXURE Q

PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF HEALTH

OTHER POSTS

POST 27/297 : MEDICAL SPECIALIST: GRADE 1: REF NO: HRM 33/2019 (X1 POST)
Directorate: Dept. Of Radiology
Persons with disabilities are encouraged to apply

SALARY : Grade 1: R1 106 040 – R 1 173 900 per annum (All-inclusive salary package) plus commuted overtime
Grade 2: R 1 264 623 – R 1 342 230 per annum (All-inclusive salary package) plus commuted overtime

CENTRE : King Edward VIII Hospital (KEH)

REQUIREMENTS : MBCHB degree or equivalent PLUS. Specialist qualification in Diagnostic Radiology PLUS. Registration with HPCSA as Specialist Radiologist PLUS. Current registration with HPCSA as a Medical Specialist (2019/2020). Grade 1: None to less than 5 years actual experience after registration with the HPCSA as a Radiologist Medical Specialist. Grade 2: 5 years to less than 10 years actual experience after registration with the HPCSA as a Radiologist Medical Specialist. Knowledge, Skills, Training and Competencies Required: Ability to teach and supervise staff and student. Middle management and research skills. Good administrative, leadership, decision making and communication skills. Computer literacy.

DUTIES : Provide specialist radiology services in all Imaging modalities to all departments at King Edward VIII Hospital. Maintain clinical, professional and ethical standards related to these services. To perform, interpret and report radiological procedures and studies. Provide after hour care in accordance with the commuted overtime contract. Training and supervision of staff and student in Radiology. Provide expert opinion where required and consult with specialists on radiological procedures. Participate in the Quality Improvement Programs of the Department. Conduct, participate and assist in research. Participate in both academic and clinical administrative activities. Be part of a multi-disciplinary team when deemed necessary.

ENQUIRIES : Dr. S. Ramji Tel No: (031) 360 3854

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 HRM 33/2019. 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 : 19 August 2019

POST 27/298 : MEDICAL SPECIALIST GRADE 1 REF NO: HRM 32/2019 (X1 POST)
Directorate: Dept of Otorhinolaryngology – ENT

SALARY : Grade 1: R1 106 040.00 – R1 173 900 per annum (All inclusive package) plus commuted overtime on application.

CENTRE : King Edward VIII Hospital (KEH)
**REQUIREMENTS**

MBCHB degree or equivalent qualification PLUS registration certificate with the HPCSA as an Independent Medical Practitioner PLUS current registration with the HPCSA (2019/2020). None to less than 5 years after registration with the HPCSA as an Independent Medical Practitioner. Recommendation: Computer Literacy Knowledge, Skills, Training And Competencies Required: Sound knowledge and Experience in Otorhinolaryngology, ability to teach and supervise junior staff, middle management skills, research principles, good administrative and communication skills, excellent decision making, problem solving, leadership and mentorship skills, sound medical ethics, orientation towards service delivery, ability to develop and maintain quality improvement programs and policy documents, ability to work as part of a multidisciplinary team.

**DUTIES**

Key Performance Areas: Provide specialist Otorhinolaryngology, Head & Neck Services to all departments at King Edward VIII Hospital as well as in the relevant Durban Metropolitan State Hospitals with control and management of these services as delegated, Provide clinical outreach and training assistance to DOH hospitals around the province, Develop management protocols for the department of Otorhinolaryngology in accordance with the hospital and departmental policies, Provide expert opinion where required by other specialists relating to Otorhinolaryngological procedures, Maintain clinical, professional, and ethical standards related to these services, Provide after hour care in accordance with the commuted overtime contract, training and supervision of registrars in Otorhinolaryngology working in the department, participate in quality improvement programs of the department, including assessment of staff within the department, maintain necessary discipline over staff under his/her control, attend to administrative matters as pertains to the unit conduct, and assist and stimulate research, exercise cost control over the activities of the department in line with the allocated budget, accept responsibility for continuous professional development to keep up to date with new developments in the field of Otorhinolaryngology and related fields.

**ENQUIRIES**

Dr S Ramji Tel No: 031 360 3854

**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.

**CLOSING DATE**

19 August 2019

**POST 27/299**

MEDICAL SPECIALIST GRADE 1 – 3 (OPHTHALMOLOGY) REF NO: PMMH/SPEC/OPHTH/01/2019 (X1 POST)

**SALARY**

Grade 1: R1 106 040 – R1 173 900 per annum
Grade 2: R1 264 623 – R1 342 230 per annum
Grade 3: R1 467 651 – R1 834 890 per annum

All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules Other Benefits In-Hospitable Area Allowance (18% of basic salary) Commuted overtime (conditions apply) / the incumbent in the post would be required to enter into performance contract for commuted overtime.

**CENTRE**

Prince Mshiyeni Memorial Hospital – Ophthalmology
**REQUIREMENTS**: Experience: MBCHB degree or equivalent qualification plus appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) in a normal specialty (Orthopaedics). Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist in a normal specialty (Orthopaedics). Proof of current registration as a Medical Specialist with HPCSA. Experience: **Grade 1**: No experience required. **Grade 2**: Further to the minimum requirements mentioned herein, the appointment to a Grade 2 requires 5 years appropriate experience after registration with HPCSA as Medical Specialist in a normal specialty. **Grade 3**: Further to the minimum requirements mentioned herein, the appointment to a Grade 3 requires 10 years' registration experience after registration with HPCSA as Medical Specialist in a normal specialty. Knowledge, Skills, Training and Competencies: Sound knowledge and skills associated with the practice of Orthopaedics. Ability to diagnose and manage common medical problems including emergencies. Demonstrate the ability to work as a part of a multidisciplinary team. Good communication, leadership, interpersonal and decision making qualities. Knowledge of current Health Legislation and policies at Public Institutions.

**DUTIES**: Provide holistic patient care, inclusive of pre-operative assessment, intra-operative, orthopaedic and post-operative care in High Care or ward. Perform after hours duties is essential. Assist with supervision and support of junior colleagues. Participate in departmental academic program. Ensure sound Labour Relations in compliance with relevant legislation while maintaining the interest of the patient. Provide support to the Head of Department in ensuring as efficient standard of patient care and services is maintained. Assist in preparation and implementation of guidelines and protocols.

**APPLICATIONS**

Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060

Mrs TZ Makanya

Dr M Aung Tel NO: (031) 907 8317 / 8304

Please note that due to financial constraints, there will be no payment of S&T Claims.

Closing Date: 12 August 2019

**POST 27/300**

**MEDICAL SPECIALIST GRADE 1 – 3 (ORTHOPAEDICS) REF NO: PMMH/SPEC/ORTHO/01/2019 (X2 POSTS)**

**SALARY**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Basic Salary</th>
<th>Total Salary</th>
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<tbody>
<tr>
<td>Grade 1</td>
<td>R1 106 040</td>
<td>R1 173 900</td>
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<tr>
<td>Grade 2</td>
<td>R1 264 623</td>
<td>R1 342 230</td>
</tr>
<tr>
<td>Grade 3</td>
<td>R1 467 651</td>
<td>R1 834 890</td>
</tr>
</tbody>
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All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules. Other Benefits: In-Hospital Allowance (18% of basic salary). Commuted overtime (conditions apply). The incumbent in the post would be required to enter into performance contract for commuted overtime.

**CENTRE**: Prince Mshiyeni Memorial Hospital – Orthopaedics

**REQUIREMENTS**

Experience: MBCHB degree or equivalent qualification plus appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) in a normal specialty (Orthopaedics). Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist in a normal specialty (Orthopaedics). Proof of current registration as a Medical Specialist with HPCSA. Experience: **Grade 1**: No experience required. **Grade 2**: Further to the minimum requirements mentioned herein, the appointment to a Grade 2 requires 5 years appropriate experience after registration with HPCSA as Medical Specialist in a normal specialty. **Grade 3**: Further to the minimum requirements mentioned herein, the appointment to a Grade 3 requires 10 years' registration experience after registration with HPCSA as Medical Specialist in a normal specialty. Knowledge, Skills, Training and Competencies: Sound knowledge and skills associated with the practice of Orthopaedics. Ability to diagnose and manage common medical problems including emergencies. Demonstrate the ability to work as a part of a multidisciplinary team. Good communication, leadership, interpersonal and decision making qualities. Knowledge of current Health Legislation and policies at Public Institutions.

**DUTIES**: Professional and ethical standards to be adhered to. Provide Specialist Orthopaedic care to all patients' service by the department of Orthopaedics. Maintain satisfactory clinical, professional and ethical standards. As Specialist
to provide for the effective running of the wards, outpatient department and operating theatres, after-hours clinical participation in accordance with the commuted overtime contract. Participate in staff training and ongoing medical education. Assist with the Department Administration and facilities quality improvement imperatives. Provide a community – oriented service.

ENQUIRIES
Dr ARW Mungherera Tel No: (031) 907 8319
APPLICATIONS
Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mbeni, 4060
FOR ATTENTION
Mrs TZ Makanya
NOTE
Please note that due to financial constraints, there will be no payment of S&T Claims.
CLOSING DATE
12 August 2019
POST 27/301
MEDICAL OFICER (INTERNAL MEDICINE) GRADE1-3 REF NO: PMMH/MO/INTEMED/02/2019 (X1 POST)
SALARY
Grade 1: R821 205 per annum (All inclusive package)
Grade 2: R938 964 per annum (All inclusive package)
Grade 3: R1 089 693 per annum (All inclusive package)
All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules Other Benefits In-Hospitable Area Allowance (18% of basic salary) Commuted overtime (conditions apply) / the incumbent in the post would be required to enter into performance contract for commuted overtime.
CENTRE
Prince Mshiyeni Memorial Hospital – Internal Medicine
REQUIREMENTS
Experience: MBCHB degree or equivalent qualification plus Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Proof of current registration as a Medical Practitioner with HPCSA. Experience: Grade 1: No experience required. The appointment to grade 1 requires 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. Grade 2: 5 years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a 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: 10 year’s registration experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a 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, Training And Competencies Sound clinical knowledge, competency and skills in a clinical domain. The ability to work under supervision within a large team environment Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain Ability to teach; guide junior staff within the department.
DUTIES
Key Performance Areas to execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted to the Department. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to Medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits. Provide support to the Head of Department in ensuring an efficient standard of patient care and services is maintained.
ENQUIRIES
DR MA Hlophe Tel No: (031) 907 8265
APPLICATIONS
Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mbeni, 4060
FOR ATTENTION
12 August 2019
NOTE
Please note that due to financial constraints, there will be no payment of S&T Claims.
POST 27/302 : MEDICAL OFFICER (SURGERY AND TRAUMA) GRADE1-3 REF NO: PMMH/MO/SUR/02/2019 (X2 POSTS)

SALARY : Grade 1: R821 205 per annum (All inclusive package)
Grade 2: R938 964 per annum (All inclusive package)
Grade 3: R1 089 693 per annum (All inclusive package)
All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules Other Benefits In-Hospital Area Allowance (18% of basic salary) Commuted overtime (conditions apply) / the incumbent in the post would be required to enter into performance contract for commuted overtime.

CENTRE REQUIREMENTS : Prince Mshiyeni Memorial Hospital – Surgery and Trauma
Experience: MBCHB degree or equivalent qualification plusCertificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Practitioner .Proof of current registration as a Medical Practitioner with HPCSA. Experience: Grade 1: No experience required. The appointment to grade 1 requires 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. Grade 2: 5 years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a 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: 10 year’s registration experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a 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.

DUTIES : Key Performance Areas to execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted to the Department. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to Medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits. Provide support to the Head of Department in ensuring an efficient standard of patient care and services is maintained Working in both surgery and casualty since these departments fall under surgery.

ENQUIRIES : DR JJ Pansegrouw Tel No: (031) 907 8303 / 8712
APPLICATIONS : Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060
FOR ATTENTION : Mrs TZ Makanya
CLOSING DATE : 12 August 2019
NOTE : Please note that due to financial constraints, there will be no payment of S&T Claims.

POST 27/303 : MEDICAL OFFICER (ARV) GRADE1-3 REF NO: PMMH/MO/ARV/01/2019 (X1 POST)

SALARY : Grade 1: R821 205 per annum (All inclusive package)
Grade 2: R938 964 per annum (All inclusive package)
Grade 3: R1 089 693 per annum (All inclusive package)
All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules Other Benefits In-Hospital Area Allowance (18% of basic salary) Commuted overtime (conditions apply) / the incumbent in the post would be required to enter into performance contract for commuted overtime.
CENTRE: Prince Mshiyeni Memorial Hospital – ARV
REQUIREMENTS: Experience: MBChB degree or equivalent qualification plus Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Officer. Grade 1: No experience required. The appointment to grade 1 requires 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. Grade 2: 5 years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a 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: 10 year’s registration experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a 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, Training And Competencies
Sound knowledge of TB/ARV to allow accurate diagnosis and appropriate management of clinical problems. Ability to deal with all TB/AIDS cases. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently. Knowledge of current Health and Public Service Legislation, regulations and Policies. Ability to teach junior staff.

DUTIES:
Key Performance Areas to execute duties and functions with proficiency, to support the aims and objectives of the Institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted to the Department. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programmes. Sound clinical knowledge with regard to Medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits. Provide support to the Head of Department in ensuring an efficient standard of patient care and services is maintained.

ENQUIRIES: DR Maung Tel No: (031) 907 8317 / 8304
APPLICATIONS: Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060
FOR ATTENTION: Mrs TZ Makanya
CLOSING DATE: 12 August 2019
NOTE: Please note that due to financial constraints, there will be no payment of S&T Claims.

POST 27/304: MEDICAL OFFICER - (GRADE 1, 2, 3) GENERAL SURGERY REF NO: GS 51/19
Component: General Surgery

SALARY:
Grade 1: R821 205 per annum (All inclusive package)
Grade 2: R938 964 per annum (All inclusive package)
Grade 3: R1 089 693 per annum (All inclusive package)
Consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, with optional Commuted Overtime. Incumbents who opt for overtime will have to sign the commuted overtime contract.

CENTRE: Greys Hospital, PMB Metropolitan Hospitals Complex
REQUIREMENTS: Minimum Requirements: MBChB Degree PLUS Current registration with the HPCSA as a Medical Practitioner. Community Service doctors may also apply on condition that their employment will be subject to the successful completion of community service form. Grade 1: Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. Grade 3: Experience: 10 years experience after registration with the HPCSA as a Medical

**DUTIES**

- Incumbent to provide services in the Pietermaritzburg Metropolitan Hospitals Complex which includes Grey’s and Edendale hospital
- Participate in the delivery of a 24-hour in-patient and out-patient surgical care within the Pietermaritzburg Metropolitan Hospitals Complex; Assist with the administration and management of surgical wards / clinics (SOPD, PSOPD)
- Development, monitoring and support of Surgical Services in the drainage area of the Pietermaritzburg Hospitals Complex. Participate in the development and ongoing provision of under and post-graduate teaching.
- Participation in clinical support and outreach to facilities referring to Pietermaritzburg hospitals. Participation in Clinical Research in the Pietermaritzburg Metropolitan Complex to maintain moral and ethics at all costs. To ensure that Batho Pele principles are upheld.

**ENQUIRIES**

DR V Govindasamy Tel No: (033) 8973379

**APPLICATIONS**

Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

**FOR ATTENTION**

Mrs. M. Chandulal

**NOTE**

Directions To Candidates: The following documents must be submitted:
- Application for employment form (Z83) which is obtainable at any Government Department OR website
- Certified copies of highest educational qualifications and professional registration certificate - not copies of certified copies.
- Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 51/19.
- Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC).

**CLOSING DATE**

12th August 2019

**POST 27/305**

MEDICAL OFFICER (Gr1, 2, 3) REF NO: OSI M/O 01/2019 (X2 POSTS)
Component: Medical and Surgical Services

**SALARY**

Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R1 089 693 per annum

Other Benefits: all-inclusive packages (This inclusive package consists of 70% Basic salary and 30% flexible portion that can be structured in terms of the applicable rules. Additional Benefits: Commuted Overtime subjected to approval Plus Rural Allowances (18% of basic salary)

**CENTRE**

Osindisweni District Hospital, Verulam.

**REQUIREMENTS**

Minimum Requirements: Senior Certificate STD 10/Grade 12, MBCHB Degree or equivalent qualification, Plus registration with Health Professionals Council as a Medical Practitioner, Plus Current registration with HPCSA as a Medical Practitioner post-Community service OR Foreign Workforce Management Programme (FWMP) approval from NDOH to register with HPCSA, Plus Police clearance and SAQA verification for foreign graduates. **Grade 1**: registration with HPCSA as a Medical Practitioner. Foreign candidates require 1 year relevant experience after registration with a recognized foreign Health Professional Council, of whom it is not required to perform Community Service. **Grade 2**: Minimum of 5 years’ experience after registration with HPCSA as Medical Practitioner post-Community Service. Foreign candidates requires 6 years’ experience after registration with a recognized foreign health
professional Council, of whom it is required to perform Community Services. Certificate of Service for previous and current work experiences endorse and stamped by HR Office must be attached. Grade 3: Minimum of 10 years after registration with HPCSA as Medical practitioner post-Community Service. Foreign candidates requires 11 years relevant experience after registration with a recognized foreign health professional Council, of whom it is required to perform Community Services. Certificate of service for previous and current work experience endorsed and stamped by HR Office must be attached.

**DUTIES**
- Consultation, diagnosis and treatment of patients in outpatients, casualty, wards and Clinics. Implementation of required standards of care, including treatment protocol and guidelines. Referral to higher levels of care when indicated. Participation in duty rosters. Performance of required administrative duties. Facilitation of staff training and on-going medical education. Collaboration with Medical practitioners and other Health Care workers in neighbouring health Institution to promote and effective District Health service. Successful candidate is expected to perform Commuted Overtime.

**ENQUIRIES**
Dr O. Francis: Tel No: (032) 541 9269

**APPLICATIONS**
Applications to be forwarded to: The Acting Chief Executive Officer, Osindisweni District Hospital, Private Bag X15, Verulam, 4340.

**CLOSING DATE**
23 August 2019

**POST 27/306**
MEDICAL OFFICER GRADE 1/2 REF NO: HRM 31/2019 (X1 POST)
Directorate: Dept. of Internal Medicine

**SALARY**
- Grade 1: R821 205 – R884 670 per annum (All inclusive package)
- Grade 2: R938 964 – R1 026 693 per annum (All inclusive package)

**CENTRE**
King Edward VIII Hospital (KEH)

**REQUIREMENTS**
MBCHB degree or equivalent qualification PLUS registration certificate with the HPCSA as an Independent Medical Practitioner PLUS current registration with the HPCSA (2019/2020) Compulsory Overtime: Commuted overtime is compulsory. Grade 1 None to less than 5 years after registration with the HPCSA as an Independent Medical Practitioner Grade 2 5 years to less than 10 years actual experience after registration with the HPCSA as an Independent Medical Practitioner Recommendation: Computer Literacy Knowledge, Skills, Training And Competencies Required: Good decision making, problem solving, leadership and mentoring skills, Sound medical ethics skills, Good communication skills, Computer skills, service delivery orientated, policy development.

**DUTIES**
- Daily ward rounds at Haemodialysis unit at St. Aidans Hospital. to assist in Acute Medical Unit (AMU), to efficiently execute duties which support the aims and objectives of Department of Medicine in providing care for in patients and outpatients in the Department of General Medicine, to supervise the training of interns, and undergraduate medical students in Medicine, to participate in and contribute to the research and outreach activities of the Department of Medicine., attain competency in recognizing and managing common medical disorders, manage inpatients and outpatients, follow-up-clinic including MOPD, Medical Emergency Unit and Antiretroviral clinic, discharge of patients who are fit for discharge with appropriate arrangements made for follow-up and step down care, function independently to manage medical emergencies, attain competency in performing invasive procedures, counselling of patients and family members, provide community orientated clinical service and support primary health care service, liaise and consult with other disciplines e.g. Surgery, Obstetrics and Gynaecology, etc., attain knowledge of rational drug treatment, participate in quality improvement programs, clinical audits, peer review meetings and policy development, attend the, HPCSA and presentation in academic program of the department, function as a member of a multi-disciplinary team including nursing staff and allied disciplines, candidate must be prepared to perform after hour duties (commuted overtime).

**ENQUIRIES**
Dr S Ramji Tel No: 031 360 3854

**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**
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. 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. (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 should feel free to apply for the posts.) 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 August 2019
POST 27/307 : MEDICAL OFFICER ANAESTHESIA GRADE 1, 2, 3 REF NO: MED 06 /2019 (X1 POST)
SALARY : Grade 1: R821 205 - R884 670 per annum. (All-inclusive package)
           Grade 2: R938 964 - R1 026 693 per annum (All inclusive package)
           Grade 3: R1 089 693 - R1 362 366 per annum (All-inclusive package)
           Other Benefits: 18% Inhospital Rural Allowance of basic salary, Commuted Overtime. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules
CENTRE : Ladysmith Regional Hospital
REQUIREMENTS : Grade 12/Senior Certificate: MBCHB Degree. Registration certificate with the HPCSA as a Medical Practitioner. Current annual fees registration with HPCSA (2019). Grade 1: Appropriate qualification in the Health Science – MBCHB plus current registration with HPCSA as a Medical Officer. Grade 2 qualification in the Health Science – MBCHB plus 5 years minimum experience after registration with the HPCSA and proof of registration with HPCSA as a Medical Officer. Grade 3 Appropriate qualification in the Health Science – MBCHB plus 10 years minimum experience after registration with the HPCSA and proof of registration with HPCSA as a Medical Officer. Medical Officer Certificate of Service Endorsed By Human Resource Department. Recommendations: Diploma in Anaesthesia will be an added advantage. Knowledge, Skills, Training and Competencies Required: General skills as a Medical Officer is required. Ability to work in multi-disciplinary team setting. Ability to asses, diagnose and manage patients. Excellent communication skills and ability to teach and train staff within team. Ability to work and maintain meaningful relationship with a diverse community Program planning, implementation and evaluation Information management Knowledge of Health and Public Service legislation, Regulations and Policies Medical ethics, epidemiology and statistics Supervision skills.
DUTIES : Coordinate with the senior colleagues in case of any medical issue arising. Perform night duties for Anaesthesia. Assist the senior colleagues in ICU and OT. Prepare patients and their files for Anaesthesia. After-hours participation in call rosters. Follow up post –operative patients in recovery Room. Maintain sound medical records. Maintain quality of care. Assure continuity of care 24 hours a day 7 days a week. To perform any other task assigned by the supervisor.
ENQUIRIES : Dr M.E Pule Tel No: (036) 6372111
APPLICATIONS : 36 Malcolm Road, Ladysmith, 3370
CLOSING DATE : 15 August 2019
**POST 27/308**

**MEDICAL OFFICER GRADE 1, 2, 3 PSYCHIATRY REF NO: MED 07 /2019 (X1 POST)**

**SALARY**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Salary Range</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 1</td>
<td>R821 205 - R884 670 per annum</td>
<td>(All inclusive package)</td>
</tr>
<tr>
<td>Grade 2</td>
<td>R938 964 - R1 026 693 per annum</td>
<td>(All inclusive package)</td>
</tr>
<tr>
<td>Grade 3</td>
<td>R1 089 693 - R1 362 366 per annum</td>
<td>(All inclusive package)</td>
</tr>
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</table>

Other Benefits: 18% Inhospitable Rural Allowance of basic Salary, Commuted Overtime. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.

**CENTRE REQUIREMENTS**

Ladysmith Regional Hospital

Grade 12/Senior Certificate: MBChB Degree. Current annual fees registration with HPCSA (2019). **Grade 1**: Appropriate qualification in the Health Science – MBChB plus current registration with HPCSA as a Medical Officer. **Grade 2**: appropriate qualification in the Health Science – MBChB plus 5 years minimum experience after registration with the HPCSA and proof of registration with HPCSA as a Medical Officer. **Grade 3**: Appropriate qualification in the Health Science – MBChB plus 10 years minimum experience after registration with the HPCSA and proof of registration with HPCSA as a Medical Officer. Registration certificate with the HPCSA as a Medical Practitioner. Certificate of service endorsed by human resource department. Knowledge, Skills and Experience Required: General skills as a Medical Officer is required and must have satisfactory general knowledge of psychiatry. Ability to work in multi-disciplinary team setting and medico/legal. Ability to practice within a strong ethical framework. Excellent communication skills and ability to teach and train staff within team. Ability to work and maintain meaningful relationship with a diverse community. Program planning, implementation of patient treatment independently Information management Knowledge of Health and Public Service legislation, Regulations and Policies. Sound working knowledge of the mental health care Act. Work within strategic clinical governance targets, including morbidity and mortality and Reporting knowledge.

**DUTIES**

Provide medical services at department appointed to assist, facilitate and participate in quality of care, assisting team members with quality assurance, quality improvement projects, morbidity and mortality reviews, monthly audits, development of clinical guidelines, polices as per speciality and disease proofing. Patient Satisfaction, Patient Satisfaction surveys and reducing waiting times. Active participation in training interns and community service doctors. Maintain and continuously improve professional and ethical standards. Instill confidence in public service and also in medical profession through exemplary behaviour. Participation in afterhours work is essential. Clinical responsibilities including examine, investigate, diagnose and oversee the treatment of patients to the relevant department. Conduct orientation and induction programs for interns, community service doctors and junior colleagues. Maintain and teach junior colleagues about appropriate and accurate health records in accordance with legal/ethical and continuity of the patient care continuing professional development and skills update. Psychiatry research within the population base we serve in the Uthukela District.

**ENQUIRIES**

R M E Pule, Tel No: (036) 6372111,

**APPLICATIONS**

36 Malcolm Road, Ladysmith, 3370

**CLOSING DATE**

15 August 2019

**POST 27/309**

**DEPUTY DIRECTOR: HRM SALARY REF NO: NGWE 51/2019**

Human Resource Management Services

**SALARY**

R733 257 – R863 748 per annum (Level 11) (All inclusive salary packages). This inclusive package consist of 70%/75% basic salary and 30%/25% flexible portion that can be structured in terms of applicable rules.

**CENTRE REQUIREMENTS**

Ngwelezana Tertiary Hospital

National Diploma or Degree in Human Resource Management or Public Administration. A minimum of 3 years managerial working experience in field of Human Resource Management Services, valid drivers, Strategic and Operational Planning Skills, Broad knowledge of HR Practices, HR Development and Planning, Employee Relations and Employee Health and Wellness Services. Excellent managerial, facilitation, communication and interpersonal skills, Expert knowledge of legislative and policy framework informing the areas of operation. Ability to work in a multi-disciplinary team at a senior managerial level. Ability to prioritize the issues and other work related...
Extensive knowledge of computerized personnel and salary systems (PERSAL) and Microsoft packages. Problem solving skills, good communication and interpersonal skills.


**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

**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. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions wills results to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

**CLOSING DATE**: 12 August 2019

**POST 27/310**: ASSISTANT MANAGER NURSING (OPERATING THEATRE, CSSD, OPD & HAST) REF NO: NKAH AMN 02/2019

**Department**: Nursing Management

**SAVARY**: R614 991 – R692 166 per annum Other Benefits: 13th Cheque, Medical Aid, (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% Rural Allowance

**CENTRE**: Nkandla District Hospital

**REQUIREMENTS**: Senior Certificate (Grade 12). Degree / National Diploma in nursing that allows registration with the SANC as a Professional Nurse and Midwifery. A post-basic nursing qualification, with a duration of at least 1(one) year accredited with SANC in Medical and Surgical Nursing Science (Operating Theatre Nursing). A minimum often (10) years appropriate / recognisable experience in Nursing after registration as professional nurse with SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the 1-year post basic qualification in Medical and Surgical Nursing Science (Operating...
Theatre Nursing). At least 3 years of the period referred to above must be appropriate / recognizable experience at management level. Current SANC receipt (2019). Proof of current and previous working experience endorsed by Human Resource Department (Certificate of Service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Knowledge, Skills, Attributes and Abilities Ability to implement National Core Standards. Excellent communication skills, human relations and ability to teach and train staff within a team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Appropriate understanding of nursing scope of practice and nursing standards as determined by Primary Health Care. Basic computer literacy to enhance service delivery. Effective communication with patients, supervisors and other health professionals. Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery. Knowledge of labour relations and disciplinary procedures. Basic understanding of HR and financial policies and practices. Planning, organising, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving, disciplinary and co-ordination skills.

**DUTIES**

Exercise overall control of all resources within the department especially OT, OPD and HAST unit. Identify needs, formulate Health Care Programme and oversee implementation thereof. Ensure implementation of clinical competencies and ensure that scientific principles nursing process are maintained. Manage and supervise formulation of procedures specific to the area of responsibility and to ensure that they are keeping up with the current statutory regulations and guidelines as well as current codes of ethics. Strive towards achieving targets for OPD and HAST indicators. Contribute to the development of clinical management guidelines and protocols for management of patient’s level of care within available resources. Ensure proper use and control of all resources under your control, ensuring that operations remain within the budget. Willing to improve in order to manage in changing health environment. Ensure compliance with National Core Standards in Department under your authority. Monitor and supervise staff performance. Initiate and conduct audit in all allocated units. Perform duties as delegated by the supervisor.

**ENQUIRIES**

Mrs. SJ Nguse Tel No: (035) 833 5047

**APPLICATIONS**

Applications should be directed to: The Human Resource Manager – Nkandla District Hospital, Private Bag X 102, Nkandla, 3855 OR Hand Delivered to: Human Resource Department Nkandla District Hospital, 491 Mbatha Lane, Nkandla 3855

**FOR ATTENTION**

Mrs. SG Masikane

**NOTE**

Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of qualifications/certificates, Professional Registration 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. 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 a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview. African males are encouraged to apply.
CLOSING DATE : 12 August 2019

POST 27/311 : OPERATIONAL MANAGER NURSING GRADE 1–SPECIALTY PEDIATRIC REF NO: NMH/OMS/2019 (X1 POST)

SALARY : R562 800 – R633 432 per annum (13% cheque, housing allowance (employee must meet prescribed Requirements) medical aid (optional) 08% rural allowance.

CENTRE REQUIREMENTS : Niemeyer Memorial Hospital


DUTIES : Coordination of optimal, holistic specialized nursing care provided within set standards and professional/ legal framework. Provide 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. Provide direct and indirect supervision of all nursing staff/ housekeeping staff and to give guidance. Ensure continuity of patient care on all levels i.e. workbook, handover rounds. Liaise and communicate with the multi-disciplinary team as well as other departments within the hospital i.e. during operational meetings with nursing supervisor and subordinate. Manage effectively the utilization and supervision of resources. Coordination of the provision of effective training and research. Complete patient related data. Provision of effective support to nursing services and assist with relief duties of the supervisors. Maintain professional growth/ethical standards and self-development. NB: (Employment Equity Target: Indian Male)

ENQUIRIES : Mrs G N Nkosi Tel No: (034)-331 3011

APPLICATIONS : Should be delivered to: KwaZulu-Natal Department of Health, The Hospital CEO, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980 Tel No: (034) 3313011

FOR ATTENTION : Mr. AN Mange

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 a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NOTE: Please note that due to financial constraints there will be on payment for S&T claims.
CLOSING DATE: 16 August 2019

POST 27/312: OPERATIONAL MANAGER NURSING GR 1 (SPECIALTY) OPERATING THEATRE TECHNIQUE REF NO: GS 50/19
Component: Nursing

SALARY: R562 800 per annum, PLUS 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)

CENTRE: Greys Hospital, Pietermaritzburg

REQUIREMENTS: Minimum Requirements: Diploma/Degree in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwife A Post–basic nursing qualification in Operating Theatre Technique with a duration of at least 1 year accredited with the SANC Current registration with the South African Nursing Council A minimum of 9 years appropriate experience in nursing after registration as a 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 speciality after obtaining the one year post basic qualification in the relevant speciality Recommendation: At least 3 years of experience in a supervisor's capacity will be an advantage Knowledge, Skills, Training and Competency Required: Knowledge of Public Service Policies, Acts and Regulations. Knowledge of SANC Rules and Regulations. Sound knowledge of scope of practice. Good communication, leadership, interpersonal and problem solving skills. Knowledge of Code of Conduct and Labour Relations Ability to function well within a team. Conflict management and negotiation skills. Decision making and problem solving skills. Skills in organizing, planning and supervising Knowledge of Batho Pele Principles and Patient’s Rights Charter.

DUTIES: Ability to provide professional leadership. Co-ordinate optimal, holistic and specialized nursing care provided within the set standards and a professional/ legal framework in the Theatre Complex. Provision of Quality Nursing Care through the implementation of Standards, Policies and Procedures coupled with supervision and monitoring the Implementation thereof. To develop and ensure implementation of Nursing Care Plans. To participate in Quality Improvement Programs and Clinical Audits. Attend Mortality Meetings Monthly and ensure that avoidable factors are addressed. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patient’s Rights Charter principles. Provide a safe, therapeutic environment as laid down by the Nursing Act. Occupational Health and Safety and all other applicable prescripts. To monitor checks and processes in the care of Swabs and Instruments in Theatre To monitor that appropriate immediate care to all patients that have been operated on To monitor the preparation for operations and ensuring smooth running of the Theatre Maintain accurate and complete patient records according to legal requirements. Participate in staff, student and patient teaching. Exercise control over discipline, grievance and Labour relation issues according to the laid down policies and procedures. Manage and supervise effective utilization of all resources eg. Human, financial, material etc. Implementation and management of Infection Prevention and Control protocols. Develop risk management strategies to mitigate factors that can harm patients including implementation of IPC guidelines and protocols. Monitor, report and investigate any patient safety incident and develop control measures. Participate in performance reviews i.e. EPMDS as well as student progress reports Participate and ensure implementation of National Core Standards, National Health Priorities, Quality Improvement initiatives including national priority program plans.

ENQUIRIES: Mrs. K T McKenzie Tel No: (033) 8973 331
APPLICATIONS: Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
FOR ATTENTION: Mrs. M. Chandulal
NOTE: Directions To Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website, Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies. Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 50/19. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into
with candidates that have been short-listed. If you have not heard from us two
months after the closing date, please consider your application as being
unsuccessful. The appointment is subject to positive outcome obtained from
the State security Agency (SSA) to the following checks (security clearance,
credit records, qualifications, citizenship and previous employment
verifications and verification from the Company Intellectual Property (CIPC).
African Males are encouraged to apply.

CLOSING DATE : 12 August 2019

POST 27/313 : ASSISTANT MANAGER NURSING (MONITORING AND EVALUATION
MANAGER) REF NO: KDC 14/2019
Cluster: Monitoring and Evaluation Services

SALARY : R562 800 per annum (An all Inclusive) plus 13th Cheque, Medical Aid
(optional), Home Owners Allowance, etc, (employee must meet the prescribed
requirements) and 8% in-hospitalable allowance of basic salary.

CENTRE : Kwadabeka Community Health Centre

REQUIREMENTS : Senior Certificate/Grade 12 or equivalent; Basic R425 qualification;
Diploma/Degree in Nursing or equivalent qualification that allows registration
with South African Nursing Council (SANC) as Professional nurse;
Registration with SANC as a General Nurse and Midwife; A minimum of 8
years appropriate/recognisable nursing experience after registration as
Professional Nurse with the SANC in General Nursing; At least 3 years of the
period referred to above must be appropriate/recognisable experience at
management level; Certificate To Practice as a Professional Nurse after
registration with SANC (2019) (mere proof of registration will not be accepted);
Unendorsed, valid code B/C driver’s license and Proof of current and previous
work experience endorsed by the Human Resource Manager or Delegated
person. Competencies: Knowledge of legal framework governing the public
service; Leadership, management and supervisory skills; Ability to work in a
multidisciplinary team setting; Good communication skills; Ability to work and
maintain meaningful relationship with diverse community; Knowledge of
Human Resource Management; Knowledge of Public service Legislations,
Regulations and Policies; Sound Program Planning Skills; Knowledge of
procedures and policies pertaining to Monitoring and Evaluation; Ability to plan
and organize own work time and that of supporting personnel; Knowledge of
EPMDS, Ideal clinic realization and maintenance and National Core Standards
and Knowledge of Monitoring and Evaluation Framework.

DUTIES : Facilitate integrated planning and monitoring functions within the institution
and its feeder clinics. Ensure reporting on the performance of the institution in
an integrated, objective manner inclusive of analysing performance against
targets and resources. Assist management in taking evidence based decisions
in service planning and resources allocation. Facilitate institutional
management in implementing and monitoring of audits improvement plans.
Provide reports to senior management on compliance with policies, guidelines
and protocols in all units. Give guidance and support on the effects of non-
compliance on institutional performance. Provide feedback on research
activities within the institution. Assist the CEO in managing and monitoring the
functionality of all governance structures in the institution. Oversee and
manage Infection, Prevention and Control, Quality Assurance and Data
Management Components. Provide technical support to the CEO on the
development of facility SOPs, Protocols and Operational plans. Oversee
performance of National core standards and Ideal clinic realization and
maintenance in the institution and its feeder clinics. Facilitate the co-
ordination of data management meetings. Ensure accurate data capturing and timeous
submissions to the next level. Monitor staff performance through EPMDS
within the component. Conduct in service trainings on the new developments
in the area of practice.

ENQUIRIES : Dr J Ramdeen Tel No: (031) 714 3747
APPLICATIONS : All applications should be forwarded to: The Human Resource Manager:
KwaDabeka Community Health Centre: KZN Department of Health, PO Box
371, Clermaville 3602 or hand delivered to KwaDabeka Community Health
Centre, 4 Khuluuleka Road, KwaDabeka Township (next to KwaDabeka
Elangeni FET College)

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

CLOSING DATE : 13 August 2019

POST 27/314 : ASSISTANT MANAGER NURSING REF NO: NURS 13/2019 (X1 POST)
Planning, Monitoring and Evaluation

SALARY : R562 800 - R652 437 per annum
Other Benefits 13th cheque, 8% Rural Allowance, Medical Aid: Optional, Housing Allowance: Employee must meet prescribed requirements

CENTRE : Ladysmith Regional Hospital


DUTIES : Administer an evidence results-based monitoring and evaluation system in the Institution as well as all PHC feeder facilities. Analyse data obtained from the source 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 that Institutional Plans are in place and aligned with the District Health Plan. Ensure planning, M&E. Supports to all departments in the Institution as well as PHC feeder facilities (Fixed and mobile). Compile all performance reports and update profile for the sub district and make presentations thereof to all stakeholders and oversight/governance structures i.e. DHMT, institutional Managers forum, hospital board, Legislature etc. Participate actively in all intergovernmental/inter-sectoral forums within the sub-District i.e. Operation Sukuma Sakhe, Local Aids Council etc. Ensure the efficient and effective utilization of resources allocated to the component, inclusive of the development of staff. Ensure that quality control systems and plans are in place for use during
inspection and auditing and to provide objective evidence of findings when conducting audits in accordance with the hospital and governing laws. Facilitate establishment of clinical governance structures in the sub-district and establish sustainable system of compliance to NCS, IHMR and ICRM. Ensure that quality control systems and plans are in place for use during inspection and auditing and to provide objective evidence of findings when conducting audits in accordance with the hospital and governing laws. Participate actively in all the engagements with all stakeholders both internal and external to the department and sub district. Establish and strengthen data management systems for the sub-district.

ENQUIRIES
Dr M.E Pule Tel No: (036) 6372111

APPLICATIONS
36 Malcolm Road, Ladysmith, 3370

CLOSING DATE
15 August 2019

POST 27/315
CLINICAL NURSE PRACTITIONER (PHC) REF NO: NKAH CNP 02/2019 (X2 POST)
Department: Primary Health Care

SALARY
Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 330 – R579 696 per annum
Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% Rural Allowance.

CENTRE
Thalaneni Clinic, Nongamlana Clinic

REQUIREMENTS
Senior Certificate (Grade 12). Degree / National Diploma in nursing that allows Registration with the SANC as a Professional Nurse and Midwifery. A post-basic nursing qualification, with a duration of at least 1(one) year accredited with SANC in Clinical Nursing Science, Health Assessment, Treatment and Care. Current SANC receipt (2019). Proof of current and previous work experience endorsed and stamped by Human Resource Department i.e. (Certificate of Service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Grade 1: A minimum of four (4) years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. Grade 2: A minimum of fourteen (14) years appropriate / recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing. At least ten (10) years of the period referred to above must be appropriate / recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care Knowledge, Skills, Attributes And Abilities Excellent communication skills, human relations and ability to teach and train staff within a team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Appropriate understanding of nursing scope of practice and nursing standards as determined by Primary Health Care. Basic computer literacy to enhance service delivery. Effective communication with patients, supervisors and other health professionals. Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery. Knowledge of labour relations and disciplinary procedures. Basic understanding of HR and financial policies and practices. Planning, organising, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving, disciplinary and co-ordination skills.

DUTIES
Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a primary health care facility. Provide quality comprehensive community health care. Provide educational Services. Evaluate and follow-up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patient’s clinical conditions. Promote scientific quality nursing care. Administrate and control medication. Responsible for individual consultation sections and identification of community needs. Render ANC Services and conduct deliveries.

ENQUIRIES
Mrs. SJ Nguse Tel No: (035) 833 5047

APPLICATIONS
Applications should be directed to: The Human Resource Manager – Nkandla District Hospital, Private Bag X 102, Nkandla, 3855 OR Hand Delivered to: Human Resource Department - Nkandla District Hospital, 491 Mbatha Lane, Nkandla 3855

FOR ATTENTION
Mrs. SG Masikane

CLOSING DATE
12 August 2019
**POST 27/316**

**PROFESSIONAL NURSE (SPECIALTY) (PSYCH) REF NO: MAD 36/ 2019 (X1 POST)**

**SALARY**

- Grade 1: R383 226 – R444 276 per annum
- Grade 2: R471 333 – R579 696 per annum

- Plus 8% Inhospital Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

**CENTRE**

- Madadeni Provincial Hospital

**REQUIREMENTS**

**Grade 1:**
- Basic R425 Degree/Diploma in Nursing and Midwifery or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. A post basic qualification with duration of at least 1 year in Advanced Psychiatric Nursing Science. Proof of current registration with SANC (2019).
- A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Certificate of service from previous and current employer endorsed and stamped by HR must be attached.

**Grade 2:**
- Basic R425 Degree/Diploma in Nursing and Midwifery or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. A post basic qualification with duration of at least 1 year in Advanced Psychiatric Nursing Science. A minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General nursing of which 10 years must be appropriate/recongnizable experience after obtaining the one (1) year post basic qualification in Advanced Psychiatric Nursing Science. Certificate of Service from previous and current employer endorsed and stamped by HR must be attached.

**Knowledge, Skills, Training and Competencies Required:**

- Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles.
- Good interpersonal relationship skills and good listening skills.
- Good communication and problem solving skills.
- Co-ordination and planning skills.
- Ability to relieve in the service areas.
- Team building and supervisory skills.
- Ability to formulate patient care related policies. Sound knowledge of the Mental Act 17 of 2002 and its prescripts. Sound knowledge of the National core Standards and data management.

**DUTIES:**

- Ensure provision of optimal, holistic specialized nursing care with set standards and within professional/legal frame work. Ensure effective implementation of legal aspects and compliance with time frames thereof.
- Assist the unit manager/Operational Manager with overall management and necessary support for effective functioning in the unit. Work as part of a multidisciplinary team to ensure good Nursing Care. Ensure proper utilization of human, material and financial resources and maintain updated records of resources, Ensure effective implementation of National Core Standards.
- Ensure compliance to professional and ethical practice. Display a concern for patients, promoting and advocating proper treatment and care. Display awareness and willingness to respond to patient’s needs, requirements and expectations (Batho Pele).
- Ensure effective clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in Mental Health. Maintain accurate and complete patient records.

**ENQUIRIES**

- Ms. Z.E Gumede Tel No: (034) 328-8137

**APPLICATIONS**

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

**FOR ATTENTION**

- The Recruitment Officer

**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. 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. (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 should feel free to apply for the posts.) EE Target (African Male). 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 August 2019

POST 27/317 : CLINICAL NURSE PRACTITIONER (PHC TRAINER) REF NO: ITSH 12/2019

SALARY : Grade 1: R383 226 per annum
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 REQUIREMENTS : Itshelejuba Hospital

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. Valid driver’s license. 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. 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. Computer literacy – Proof must be provided. Report writing, 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 massage 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 : All enquiries should be directed to Mrs. TG Msibi contact details: 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 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 : 16 August 2019

POST 27/318 : PROFESSIONAL NURSE GRADE1/2 SPECIALTY REF NO: NURS 14 / 2019 (X1 POST)
Re-Advertisement

SALARY
Grade 1: R383 226 – R 444 276 per annum
Grade 2: R471 333 – R579 696 per annum
13th cheque, 8% inhospitable rural allowance, Medical Aid (Optional) Housing allowance (employee must meet prescribed Requirements)

CENTRE
Ladysmith Regional Hospital

REQUIREMENTS
Grade 12 (Senior Certificate). Current Registration with SANC as a Professional Nurse with Psychiatric Nursing Science Diploma/Degree in nursing or equivalent qualification. 1 Year post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Psychiatric Nursing Science. Proof of current registration with SANC (2019). Grade 1: A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse. A one year Post Basic Nursing Qualification with a duration of at least one year accredited with SANC in Psychiatric Nursing Science Grade 2: A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse. At least 10 years of the period mentioned above must be appropriate/ recognizable in Psychiatric Nursing Science after obtaining the one year Post Basic Qualification in Psychiatric Nursing Science Certificate of service endorsed by Human Resource department Appropriate/Recognisable experience after registration in the specialty is recognised to determine the salary on appointment. Only certificate/s of service from the previous employer/s in the specialty is recognised for this purpose. Knowledge, Skills and Experience Required: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient’s needs requirements and expectations (Batho-Pele).

DUTIES
Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care) Implement standards, practices, criteria and indicators for quality nursing (quality practice). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the Institution. Conduct nursing research project

ENQUIRIES : Mrs. T. M. Buthelezi Tel No: (036) 6372 111
APPLICATIONS : 36 Malcolm Road, Ladysmith, 3370
CLOSING DATE : 15 August 2019
POST 27/319  :  PROFESSIONAL NURSE- SPECIALTY OTHAPOAEDICS REF No: NURS 15/2019 (X1 POST)
Re-Advertisement

SALARY  :  Grade 1: R383 226 - R444 276 per annum
          Grade 2: R471 333 - R579 696 per annum
          Other Benefits 13th cheque, 8% inhospitable rural allowance, Medical Aid optional Housing allowance (employee must meet prescribed requirements

CENTRE  :  Ladysmith Regional Hospital

REQUIREMENTS  :  Degree/Diploma in General Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse PLUS. Senior certificate/Grade 12 or equivalent qualification. 1 Year Post Basic qualification in Orthopaedic Nursing accredited with the SANC. Current registration with the SANC as General Nurse and relevant Specialty (2019 receipt).  Grade 1: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing.  Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the one (1) year post basic qualification in the relevant Specialty Appropriate/Recognisable Experience After registration in the specialty is recognised to determine the salary on appointment. Only certificate/s of service from the previous employer/s in the specialty is recognised for this purpose. Knowledge, Skills and Experience: Knowledge of nursing care processes and procedures. Sound knowledge of scope of practice. Problem solving skills Knowledge of Batho Pele and Patients Rights Charter principles. Good communication skills - verbal written Knowledge of SANC Rules and Regulation and other relevant public service legislations, prescripts and policies.

DUTIES  :  Execute duties and function with proficiency and within prescripts of applicable legislations. Render quality nursing care in Orthopaedics wards / Department. To develop and ensure implementation of Nursing Care Plans. To participate in clinical audits. Ensure proper utilization of human, material and financial resources and updated records thereof supervision of patients records to ensure accurate and complete patient records. Support the Operational Manager in ensuring the implementation of infection control and presentation policies in the unit. Supervision the performance of junior staff so as to enhance/promote quality patient care. Assist with performance reviews (EPMDS) Teach and supervise student nurses allocated in an Orthopaedics ward. To coordinate orthopaedic patients care activities, assess needs and prevent orthopaedic complications.

ENQUIRIES  :  Mrs. T.M. Buthelezi Tel No: (036) 6372111

APPLICATIONS  :  36 Malcolm Road, Ladysmith, 3370

CLOSING DATE  :  15 August 2019

POST 27/320  :  PROFESSIONAL NURSE SPECIALTY PAEDIATRICS REF NO: NURS 16 / 2019 (X1 POST)
Re-Advertisement

SALARY  :  Grade 1: R383 226 – R444 276 per annum
          Grade 2: R471 333 – R579 696 per annum
          13th cheque, 8% inhospitable rural allowance, Medical Aid (optional) Housing allowance (employee must meet prescribed Requirements

CENTRE  :  Ladysmith Regional Hospital

REQUIREMENTS  :  Grade 12 (Senior Certificate). Current Registration with SANC as a Professional Nurse with Child Nursing Science (2019) Diploma/Degree in nursing or equivalent qualification. 1 Year Post-Basic nursing qualification accredited with SANC in Child Nursing Science.  Grade 1: A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery and after obtaining the one year Post Basic Qualification in Child Nursing Science.  Grade 2: A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery. At least 10 years of the period mentioned above must be appropriate/recognizable in Child Nursing Science after obtaining the one year Post Basic Qualification in Child Nursing Science Appropriate/Recognisable Experience After Registration In The Specialty Is Recognised To Determine The Salary On Appointment. Only Certificate/S Of
Service From The Previous Employer/S In The Specialty Is Recognised For This Purpose Certificate Of Service Endorsed By Human Resource Department. Knowledge, Skills and Experience Required: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs requirements and expectations (Batho-Pele). Knowledge of National Core Standards.

DUTIES: Provide direction and supervision for the implementation of the nursing plan (clinical practice/quality patient care) Implement standards, practices, criteria and indicators for quality nursing (quality practice). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Perform clinical nurse practice in accordance with the scope of practice and nursing standards as determined by the Institution. Assist with performance reviews (EPMDS).

ENQUIRIES: MRS. T.M. Buthelezi: Tel No: (036) -6372111
APPLICATIONS: 36 Malcolm Road, Ladysmith, 3370
CLOSING DATE: 15 August 2019

POST 27/321: PROFESSIONAL NURSE – OPERATING THEATRE SPECIALTY REF NO: NURS 17/2019
Re-Advertisement

SALARY: Grade 1: R383 226 - R444 276 per annum
                                   Grade 2: R471 333 - R579 696 per annum
Other Benefits 13th cheque, 8% inhospitable rural allowance, Medical Aid optional Housing allowance (employee must meet prescribed Housing allowance (employee must meet prescribed requirements

CENTRE: Ladysmith Regional Hospital

REQUIREMENTS: Grade 12/Senior Certificate. Degree / Diploma in General Nursing and Midwifery. 1 Year Post-Basic nursing qualification accredited with SANC in Operating Theatre Nursing Science. Current Registration with SANC as a Professional Nurse with Midwifery (2019) Grade 1: A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse Grade 2: A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse. At least 10 years of the period mentioned above must be appropriate and recognizable in Operating Theatre Nursing Science after obtaining one year Post Basic Qualification in the relevant Field Appropriate/Recognisable Experience After Registration in the specialty is recognised to determine the salary on appointment. Only certificate/s of Service from the previous employer/s in the specialty is recognised for this purpose. Proof of current and Previous Work Experience and certificate of services endorsed by Human Resource Department Knowledge, Skills and Experience Required Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs requirements and expectations (Batho-Pele). Knowledge of National Core Standards

DUTIES: To execute duties and functions with proficiency within prescripts of applicable legislation. Provision of quality patient care through setting of standards,
policies and procedures. Assist Operational Manager with overall management and necessary support for effective functioning. To provide nursing care that lends itself to improve service delivery by upholding Batho-Pele Principles. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Ensure the provision and supervision of patients needs. Promote health for clients. Evaluate patient care programmes from time to time and make proposals for improvement. Manage /Co-ordinate the smooth functioning of the instruments. Assist with performance reviews (EPMDS). Work collaboratively with surgeons and anaesthetics to meet the patient needs during theatre procedures and ensure responsibility for patients care. Develop competences in scrubbing circulating, recovery room and set up room. Ensure safe environment to achieve desired outcomes of surgical interventions.

ENQUIRIES : MRS T.M. Buthelezi Tel No: (036) 6372111
APPLICATIONS : 36 Malcolm Road, Ladysmith, 3370
CLOSING DATE : 15 August 2019

POST 27/322 : CLINICAL NURSE PRACTITIONER REF NO: DRIEF 07/2019

SALARY
Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 333 – R579 696 per annum
Other Benefits 8% Inhospitable Rural Allowance, 13th Cheque Medical Aid (Optional) Housing Allowance (Employee Must Meet Prescribed Requirements)

CENTRE : Driefontein Mobile Clinic
REQUIREMENTS : Senior certificate/Grade 12 or equivalent qualification. Degree/Diploma 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) credited with SANC Current registration certificate with SANC as a General Nursing and Primary Health Care. Proof of current registration (2019). Valid Drivers License Appropriate/Recognisable Experience After Registration In The Post Basic Qualification Is Recognised To Determine The Salary On Appointment. Only Certificate/S Of Service From The Previous Employer/S Is Recognised For This Purpose Certificate Of Service Endorsed By Human Resource Department. Grade 1: A Minimum of Four/4 years appropriate/recognizable Nursing experience after registration as Professional Nurse with the SANC in General Nursing PLUS Clinical Nursing Science. Grade 2: A minimum of 14 years actual service and/or appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognizable experience in PHC after obtaining the relevant 1 year post basic qualification required for the relevant Speciality. Knowledge, Skills and Experience Required: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, interpersonal and problem solving skills. Good verbal and written communication skills Knowledge of Labour Relations and disciplinary procedures. Clinical competencies Knowledge of nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills.

DUTIES : Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. Ensure the supervision and provision of basic patient needs. Promote preventive and promotive health for clients through outreaches and OSS. Evaluate and follow up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patients clinical conditions. 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 of training programs. Assist patients and families to develop a sense of care.

ENQUIRIES : Mrs. N.G. Nkehli Tel No: (036) 637 2111
APPLICATIONS : 36 Malcolm Road, Ladysmith, 3370
CLOSING DATE : 15 August 2019
POST 27/323 : CLINICAL NURSE PRACTITIONER REF NO: MAT 08/2019
Re-Advertisement

SALARY
Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 333 – R579 696 per annum
Other Benefits 8% Inhospitable Rural Allowance, 13th Cheque Medical Aid (Optional) Housing Allowance (Employee Must Meet Prescribed Requirements)

CENTRE REQUIREMENTS
Matiwaneskop Clinic
Senior certificate/Grade 12 or equivalent qualification. Degree/Diploma 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) accredited with SANC. Current registration certificate with SANC as a General Nursing and Primary Health Care. Proof of current registration (2019). Drivers License Appropriate/Recognisable Experience After Registration In The Post Basic Qualification Is Recognised To Determine The Salary On Appointment. Only Certificate/S Of Service From The Previous Employer/S Is Recognised For This Purpose. Certificate of service endorsed by human resource department.

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

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

DUTIES
Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. 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 conditions. Attend and participate in doctor’s visits. Co-ordinate between the hospital and community. Health education of patients, staff and public Assessing in-service training needs, planning and implementing of training programs. Assist patients and families to develop a sense of care.

ENQUIRIES
MRS. N.G. Nkehli Tel No: (036) 637 2111

APPLICATIONS
36 Malcolm Road, Ladysmith, 3370

CLOSING DATE
15 August 2019

POST 27/324 : CLINICAL NURSE PRACTITIONER REF NO: WAT 09/2019
Re-Advertisement

SALARY
Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 333 – R579 696 per annum
Other Benefits 8% Inhospitable Rural Allowance, 13th Cheque Medical Aid (Optional) Housing Allowance (Employee Must Meet Prescribed Requirements)

CENTRE REQUIREMENTS
Watersmeet Clinic
Senior certificate/Grade 12 or equivalent qualification. Degree/Diploma 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) accredited with SANC. Current registration certificate with SANC as a General Nursing and Primary Health Care. Proof of current registration (2019). Drivers License Appropriate/Recognisable Experience After Registration In The Post Basic Qualification Is Recognised To Determine The Salary On Appointment. Only certificate/s of service from the previous employer/s is
recognised for this purpose. Certificate of service endorsed by human resource department. **Grade 1:** minimum of four/4 years appropriate/recognizable Nursing experience after registration as Professional Nurse with the SANC in General Nursing PLUS Clinical Nursing Science. **Grade 2:** A minimum of 14 years actual service and/or appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognizable experience in PHC after obtaining the relevant 1 year post basic qualification required for the relevant speciality. Knowledge, Skills and Experience Required Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, interpersonal and problem solving skills. Good verbal and written communication skills. Knowledge of Labour Relations and disciplinary procedures. Clinical competencies Knowledge of nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills.

**DUTIES:**
Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. 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 conditions. Attend and participate in doctor’s visits. Co-ordinate between the hospital and community. Health education of patients, staff and public. Assessing in-service training needs, planning and implementing of training programs. Assist patients and families to develop a sense of care.

**ENQUIRIES:** Mrs. N.G. Nkeli Tel No: (036) 637 2111

**APPLICATIONS:** 36 Malcolm Road, Ladysmith, 3370

**CLOSING DATE:** 15 August 2019

**POST 27/325:** CLINICAL NURSE PRACTITIONER REF NO: EGUM 14/2019 (X2 POSTS)

**SALARY:**
Grade 1: R383 226 – R 444 276 per annum
Grade 2: R471 333 – R579 696 per annum
Plus 13th Cheque, Plus 8% Rural, Plus Medical Aid (Optional), Plus Housing Allowance, (employee must meet prescribed requirements).

**CENTRE REQUIREMENTS:**
Institution: E G & Usher Memorial Hospital (Kokstad PHC)

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

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

ENQUIRIES: Mrs S.F. Marais Tel No: (039) 797 8100
APPLICATIONS: Please forward / deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

FOR ATTENTION: Human Resource Department
NOTE: The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months. Curriculum Vitae. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 05/2017. 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. Applicants that applied before must re-apply for the post.

CLOSING DATE: 13 August 2019.at 16H00 afternoon
POST 27/326: ASSISTANT DIRECTOR: HRM REF NO: EGUM 13/2019 (X1 POST)
SALARY: R376 396 per annum, Plus 13th Cheque, 8% Rural, Medical Aid (Optional), Housing Allowance, (employee must meet prescribed requirements).
CENTRE: Institution: E G & Usher Memorial Hospital
Good communication skills (verbal and written). Computer literacy in word processing and spreadsheet packages.

**DUTIES**

Manage all Human Resource components i.e. HR Practices, HR Planning and development. Staff Regulations and Employee Wellness. Advise Managers on all aspects of Human Resource Management. Manages the day to day functioning of the HR department in the Hospital and to ensure the rendering of high quality services. Maintain adequate availability and efficient utilization of staff in the hospital. Monitors budget and control the use of equipment allocated to the HR section. Develop Human Resource plan and Employment Equity plan for the Hospital and ensure that they are put into practice. Maintain and promote sound Labour Relations within the ambit of the Labour Relations' Act No. 66 of 1995, the Basic Conditions of Employment Act. No. 75 of 1997, and other applicable prescripts. Promote efficiency and equity in the manner which financial and human resources are utilized in his/her area of operation and that the use of the said resources is in accordance with relevant government prescripts. Advise management on the development and implementation of communication mechanisms to keep stakeholders abreast of relevant developments. Develop and implement management planning mechanisms to enhance organizational effectiveness. Participate in development and implementation of Human Resource Policies. Provide support and supervision in recruitment and selection of different fields within the institution and District.

**ENQUIRIES**

Mrs N. Binase Tel No: (039) 797 8100

**APPLICATIONS**

Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

**FOR ATTENTION**

Human Resource Department

**NOTE**

The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months. Curriculum Vitae. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 05/2017. 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. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applications in possessions of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful. Please note that the target group in terms of the Employment Equity Target for this post is as follows: African Male, People with disabilities should feel free to apply Nb: Due To Financial Constraints, No S&T Will Be Paid To Candidates When Attending The Interviews

**CLOSING DATE**

13 August 2019. at 16H00 afternoon

**POST 27/327**

**SESSIONAL MEDICAL SPECIALIST: GRADE 1/2 REF NO: HRM 30/2019 – (X1 POST)**

Directorate: Dept. Of Internal Medicine

**SALARY**

Grade 1: R276 640 per annum (10 hours per week
CENTRE: King Edward VIII Hospital (KEH)

REQUIREMENTS: MBCHB or equivalent, FCP (SA) OR equivalent PLUS registration certificate as a Specialist with the HPCSA PLUS current registration with HPCSA (2019/2020).

Grade 1: None to less than 5 years after registration with HPCSA as a Medical Specialist.

Grade 2: 5 years to less than 10 years actual experience after registration with HPCSA as a Medical Specialist.

Recommendation: Computer Literacy, Cardiology skills.

Knowledge, Skills, Training And Competencies Required: Sound knowledge of General Internal Medicine, excellent decision making, problem solving, leadership and mentorship skills, sound medical ethics, ability to establish a cardiology service, good communication skills and computer literacy, orientation towards service delivery, participation in the departmental academic program, ability to work as part of a multidisciplinary team.

DUTIES: Out-patient cardiology service, stress test, echo services, inpatient cardiology referrals.

ENQUIRIES: Dr S. Ramji Tel No: 031 360 3854

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: 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. 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. (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 should feel free to apply for the posts.) 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 August 2019

DEPARTMENT OF TRANSPORT

The Provincial Administration of KwaZulu-Natal is an equal opportunity affirmative action employer

APPLICATIONS: Forward your application, quoting the relevant reference number to: Head: Transport, Human Resource Management Directorate, Private Bag X 9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, 172 Burger Street, Pietermaritzburg.

CLOSING DATE: 12 August 2019 (at 16h00). Applications received after the closing date and time will not be considered.

NOTE: Applications must be submitted on the prescribed application form Z83 (which must be originally signed and dated) and must be accompanied by a detailed CV and originally certified copies (not copies of certified copies) of required educational qualifications (including academic record / statement of results) set out in the advertisement (certificates are required, however, if a certificate is only to be issued at a graduation in the future, the statement of results, together with a letter from the educational institution, indicating the date of the
graduation, will be accepted), certified copies of identity document as well as valid driver’s license (where a driver’s license is a requirement). Applicants must provide proof of supervisory or management experience (where it is a requirement) and certified copies of acting appointment letters for occupying acting positions. Curriculum Vitae (CV) dates of starting and leaving employment must be given as DD/MM/YY. Applications lacking evidence of relevant experience will not be considered. Failure to comply with these instructions will lead to applications being disqualified. Should an applicant wish to apply for more than one post, separate applications i.e. all the documentation must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must attach a copy of their Permanent Residence Permits to their applications. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof of such evaluation to their application. Under no circumstances will faxed or e-mailed applications be accepted. Receipt of applications will not be acknowledged due to the volume of applications and should you not receive an invitation to attend an interview within three (3) months of the closing date should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Shortlisted candidates will be required to submit an original SAP91 form with their fingerprints on the day of their interview. It will be expected for candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department of Transport reserves the right not to fill these post(s).

MANAGEMENT ECHELON

POST 27/328

CHIEF DIRECTOR: COMMUNICATIONS REF NO: P 10/2019

SALARY: R1 251 183 per annum (all Inclusive, flexible remuneration package)

CENTRE: Inkosi Mhlabinzima Maphumulo House, Pietermaritzburg

REQUIREMENTS: An undergraduate qualification (NQF Level 7) in Communications, Public Relations, Journalism as recognised by SAQA; plus A minimum of 5 years’ experience at a senior managerial level in Communications, Public Relations, Journalism; plus a valid driver’s licence (minimum Code B). Knowledge, Skill, Training and Competencies Required: Understanding of Public Service and Departmental policies, research, analysis, objective and development. Broad and in-depth expert knowledge governing media, marketing, advertising and desk top publishing. Knowledge in journalism and media operations. Knowledge of planning and organizing. Computer literacy. Clear conceptual understanding of transformation (change management) and Affirmative Action. Ability to communicate at all levels to ensure effective flow of information across the board. Skills in the interpretation and application of policy, research and compilation of data. Research, policy formulation and managerial skills. Problem solving and analytical thinking skills. Strategic planning and co-ordination skills. Team building skills. Excellent communication skills (verbal, written and the ability to network). Project management skills. Presentation and facilitation skills. Motivation and negotiation skills. Editing & report writing skills. The ideal candidate must demonstrate professionalism, be client oriented, have excellent human relations, be a team leader, loyal and trustworthy. Ability to work under pressure, willingness to work long hours.

DUTIES: Manage the provision of Publications and Promotions: Provide information and publications of the Department. Oversee and ensure production of Annual Report, newsletter, booklets, brochures and other information material. Ensure
production of promotional material such as banners, posters and leaflets. Ensure branding of venues with promotional material to promote image of the Department. Ensure the production of Departmental magazines on a quarterly basis. Assume the responsibility of editing all Departmental newsletters and publications. Provide Media Liaison and Public Relations: Plan and coordinate media liaison services. Plan, develop and manage public relations services. Act as spokesperson for the Minister. Establish and maintain relationships with local and international media. Provide Communication Support Services: Provide information management/communication services. Provide audio visual services. Provide comprehensive desktop publishing services. Provide and manage resource centre services. Oversee the efficiency of and updating of Departmental website. Ensure the photographing and video capturing of key events of the Department for archives. Research, develop and formulate internal and external communication strategies on policies and programmes: Facilitate the development & maintenance of effective communication links with the relevant internal/external stakeholders. Provide production of publications. Provide research, writing, coordinating design, print and distribution of publications. Ensure the facilitation of linkages between the Department of Transport, National and Provincial Departments. Ensure the effective utilization of resources: Human Resources: Effective development of staff. Manage the resources within the Chief Directorate. Ensure that staff are kept informed of any developments in respect of HR matters. Manage the performance of staff through setting goals and objectives, including EPMDs. Finance: Monitor and manage expenditure for the Chief Directorate. Responsibility/Programme manager for Chief Directorate/Directorates. Prepare and monitor budget. Ensure compliance with the PFMA and other relevant legislative prescripts. Equipment: Manage assets/other equipment. Management of risk and audit queries. Manage & ensure writing of well-researched speeches for the office of the MEC. Manage responses to pertinent issues. Provide advice on media patterns.

ENQUIRIES: Ms S Ngubo Tel No: (033) 355 8735/6
FOR ATTENTION: Mr C McDougall
NOTE: It is the intention of this Department to consider equity targets when filling this position.

POST 27/329: DIRECTOR: MOTOR TRANSPORT SERVICES REF NO: P 09/2019
Re-advertisement: Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY: R1 057 326 per annum (all Inclusive, flexible remuneration package)
CENTRE: Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

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Advanced Writing/literacy skills (complex legal documents, not limited to discipline but inclusive of Cabinet Memoranda, drafting of speeches and Agency Agreements etc.). Motivational, Revenue Management and complex numeracy skills. Negotiation/Influencing skills. Diplomacy skills (Provincially, Nationally and internationally). Computer literacy as well as contribute towards software development (eNaTIS). Research skills. Complex general knowledge skills and providing information requiring tact and diplomacy. Skills in management of a large staff complement/Agency Management. Organizational behavior skills. Specialized investigation skills to identify eNaTIS fraud. Skills in chairing of meetings. Formal Facilitation / Presentation / Public Speaking skills. Statistical Analysis skills. Strategic Planning skills inclusive of Organisational/Financial Planning. Problem solving and decision making skills. Group dynamics and diversity management skills. Excellent communication skills. Contract/Agency Agreement Management skills. National Traffic Information System (NaTIS/eNaTIS) skills. Specialized related motor vehicle systems skills. Criminal Procedures Act and Road Traffic Management Corporation (RTMC) Act skills. National and Provincial Road Traffic Legislation skills. Advanced Financial Management / Administration / PFMA application / Treasury Practice Notes / Budget / Revenue collection and over payment of all RTMC Levies (in other provinces this function is either performed by the Treasury or the CFO/Finance Directorate) skills. Batho Pele White Paper skills. Specialised Training skills. The ideal candidate should be assertive/a team leader, accurate even under pressure, diplomatic, open minded/transparent, responsible/accountable/reliable and be a firm believer in quality control. He/she should also be honest, have integrity, be innovative/creative, trustworthy and have the ability to negotiate.

**DUTIES:**

**ENQUIRIES FOR ATTENTION:**
Adv. SS Nxumalo Tel No: (033) 355 0530
Mr C McDougall Tel No: (033) 355 0530

**NOTE:**
It is the intention of this Department to consider equity targets when filling this position.

**SALARY:**
R1 057 326 per annum (all Inclusive, flexible remuneration package)

**CENTRE:**
Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg

**REQUIREMENTS:**
An undergraduate qualification (NQF Level 7) in BJuris, BProc, LLB as recognised by SAQA; plus A minimum of 5 years’ experience at a middle/senior managerial level within the legal environment; plus a valid driver’s licence (minimum Code B). Knowledge, Skills. Training and Competencies Required: Understanding the broad legal framework/legislation governing services rendered by government. Broad and in-depth expert knowledge of administrative policies and practices, budgeting and managerial function. Knowledge of Public Service reporting procedures and work environment. Knowledge of Planning and Organizing. Computer Literacy. Specialized knowledge of legal practices. Clear conceptual understanding of transformation. Working knowledge of Provincial and National Legislation plus administrative processes. Skills in the interpretation and application of policies/legislation. Research, policy formulation and managerial skills. Problem solving and analytical thinking skills. Strategic planning and co-ordinationation skills. Computer skills. Team building skills. Excellent communication skills (verbal, written and networking).Project management skills. Presentation and facilitation skills. Motivation /leadership skills. Negotiation skills. The ideal candidate must have a demonstrated interest in the legal and related fields, must be honest and have integrity. He/She must be an innovative thinker, be receptive to ideas & suggestions, be reliable, creative/innovative, accurate, believe in openness& transparency, be a team leader and be a total quality controller. Ability to work well under pressure.

**DUTIES:**
Oversee and manage the rendering of efficient and professional legal services: Legal opinions/advice should be well researched, logical and legally
sound. Written or verbal opinions/advice that will ensure maximum compliance to Constitution and other transverse legislation. Comment on drafted documents. Implement procedures and systems designed to manage potential risk areas with legal implications for the Department. Review draft legislation and prepare input as well as research and formulate Departmental/Provincial legislation: Establish or adapt the existing legal framework within which the Department of Transport is to fulfill its functions under. Ensure the subordinate legislation (regulations) comply with enabling legislation and the Constitution of the Republic of South Africa. Participate in the Provincial Audit of Laws. Deal with all legal matters relating to the acquisition and disposal of land and property: Administer conveyancing and expropriation of land. Provide disposal of State land services. Ensure that the Department enters into appropriate lease agreements. Draft all legal notices for gazetting. Provide support in respect of legal matters relating to formal and informal interventions and commission of enquiry: Brief components on legal matters and advice on new development in respect of legal mandates. Liaise with Departmental officials and other stakeholders on legislative needs. Inform officials of the laws that encompass the strategic objectives of the Department. Consult with relevant parties for presentation in commission Ensure the effective utilization of resources: Human Resources: Effective development of staff. Manage the resources within the Chief Directorate. Ensure that staff are kept informed of any developments in respect of HR matters. Manage the performance of staff through setting goals and objectives, including EPMDS. Finance: Monitor and manage expenditure for the Chief Directorate. Responsibility/Programme manager for Chief Directorate/Directorates. Prepare and monitor the budget. Ensure compliance with the PFMA and other relevant legislative prescripts. Equipment: Manage assets/other equipment. Management of risk and audit queries.

ENQUIRIES
FOR ATTENTION
NOTE

: Ms S Ngubo Tel No (033) 355 8735/6
: Mr C McDougall
: It is the intention of this Department to consider equity targets when filling this position.