Annexure T

Provincial Administration: KwaZulu-Natal
Department of Cooperative Governance and Traditional Affairs

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

Applications:

To be posted to: The Chief Director, Human Resource Management and Development, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg, 3200 or Hand Delivered To: 330 Langalibalele Street, Pietermaritzburg.

For Attention: Ms N Ngcobo

Closing Date: 13 September 2019 (Applications received after this date will not be accepted)

Note: Applications must be submitted on the Application for Employment Form (Z83) available from any Public Services Department and should be accompanied by a comprehensive CV together with originally certified copies of qualifications, driver’s license and ID. Applicants who possess a qualification which was obtained from a non-South African University must produce SAQA evaluations when submitting their applications. Failure to comply with any instruction will disqualify applicants. Appointment is subject to a positive outcome obtained from the NIA to the following checks (Security Clearance, Qualification verification, criminal records, credit records and previous employment). Faxed or late applications will not be accepted. Should applicants not receive any response from us within three months of the closing date, please accept that your application was unsuccessful.

Management Echelon

Post 31/142: Deputy Director-General: Development and Planning Ref No: 1/2019 (D&P)
Branch: Development and Planning

Salary: R1 521 491 - R1 714 074 per annum (All inclusive SMS Management Service package)

Centre: Pietermaritzburg

Requirements: The ideal candidate must be in possession of a minimum postgraduate qualification/ Honours or NQF level 8 as recognized by SAQA in Social Sciences/ Development Planning/ Project Management or any related qualification coupled with 8-10 years’ of experience at a senior managerial level in local or provincial government/ development and planning environment. Essential Knowledge, Skills And Competencies Required: The successful candidate must have:- Knowledge of legislation as well as relevant municipal policies and bylaws, Knowledge of legislation & policies governing provincial administration, Knowledge of policy analysis, knowledge of provincial government monitoring and evaluation processes and systems, Knowledge of change management, Knowledge of management, Knowledge of economic transformation, Awareness and understanding of the development and planning, local economics and municipal environment, Knowledge of protocol matters, Good planning, organising skills, Team development and decision making skills, Communication and conflict resolution skills, Time management skills, Problem solving, analysis and conflict resolution skills, Project management and strategic planning skills, Strategic capacity and leadership skills, People management and empowerment skills, Client orientation and customer focus skills, Service delivery innovation skills, Financial management skills, Good communication skills (written and verbal), Computer literacy in MS Office, A valid driver’s license.

Duties: The successful candidate will be required to oversee an integrated, sustainable development and planning service with the following key responsibilities: Manage, co-ordinate and support disaster prevention and mitigation, Oversee infrastructure development within municipalities to sustainable municipal services, Support and Implement programmes that strengthen local economic development (LED), Facilitate and co-ordinate municipal and land use management, Manage the development and implementation of policies, Manage the resources of the Branch.
ENQUIRIES: Mr T Tubane at Tel No: (033)-3952035

POST 31/143: CHIEF DIRECTOR: MUNICIPAL ADMINISTRATION AND GOVERNANCE
REF NO: 1/2019 (MAG)
Chief Directorate: Municipal Administration and Governance

SALARY: R1 251 183 - R1 495 956 per annum (All inclusive SMS management service package)

CENTRE REQUIREMENTS: Pietermaritzburg

The ideal candidate must be in possession of a minimum Bachelor’s Degree or NQF level 7 as recognised by SAQA in Public Governance, Public Management, Public Administration, Law (LLB) coupled with 5 years’ experience at a senior managerial level within the local government environment. Essential Knowledge, Skills And Competencies Required: The successful candidate must have:- Knowledge of public service prescripts, Knowledge of relevant legislation & policies, Knowledge of Integrated approach to service delivery, Knowledge of Legal framework of Local Government, Knowledge of strategic management and planning, Knowledge of policy analysis and programme management, Knowledge of spatial planning and financial management, Understanding protocols of the clients, Good planning, organising, leadership skills, Team development and decision making skills, Networking and presentation skills, Community development and researching skills, Good communication skills (written and verbal), Computer literacy in MS Office, A valid driver’s license.

DUTIES: The successful candidate will be required to manage and ensure proper municipal governance and administration by municipalities in the province with the following key responsibilities:- Manage Municipal governance, Municipal cooperative governance, municipal international relations, municipal intergovernmental relations and dispute resolution, Facilitate the compilation of a legislative framework for municipalities, manage the implementation of the governance and municipal administration aspects thereof and ensure compliance therewith, Manage, monitor and support municipal legal matters and ensure the application of the rule of law in municipalities, Monitor, support and build the capacity of municipalities to enable effective, efficient, and economical municipal institutions and provide guidance and advice to all stakeholders in this respect, Render Programme Manager Functions.

ENQUIRIES: Mr T Tubane at Tel No: (033) 3952035

POST 31/144: CHIEF DIRECTOR: TRADITIONAL RESOURCE ADMINISTRATION
REF NO: 6/2019 (TRA)
Chief Directorate: Traditional Resource Administration

SALARY: R1 251 183 - R1 495 956 per annum (All inclusive SMS management Service Package)

CENTRE REQUIREMENTS: Pietermaritzburg

The ideal candidate must be in possession of a minimum Bachelor’s Degree or NQF level 7 as recognised by SAQA in Public Administration/ Business Management or any related qualification coupled with 5 years’ experience at a senior managerial level within the Traditional Affairs and or rural environment and their institutions. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of relevant legislation and policies, Knowledge of legal prescripts guiding the traditional institution, Knowledge of public service prescripts, Knowledge of working with different communities e.g. traditional or rural, Knowledge of financial management prescripts that guide Traditional councils, Knowledge of Integrated approach to service delivery, Understanding and extensive knowledge of traditional institution, Understanding protocols of the clients, Knowledge of financial management and programme management, Knowledge of dominant languages spoken in the provinces for communicating with clients, Good planning, organising, leadership skills, Team development and decision making skills, Networking and presentation skills, Community development and researching skills, Good interpersonal relations as well as the ability to communicate well (written and verbal), Computer literacy in MS Office, A valid driver’s license.

DUTIES: The successful candidate will be required to provide support to the functioning of Houses Traditional Leaders with the following key responsibilities: To
enhance good governance and public participation within Traditional Institutional Structures, To implement and monitor legislation compliance in Traditional Institutions, To coordinate administrative and operational support to the Houses and Traditional Councils, To coordinate and implement capacity building programs in Traditional Institutions, Render Sub-Programme Manager functions.

ENQUIRIES: Mr S Gumede at Tel No: (033) 897 3833

OTHER POSTS

POST 31/145: DEPUTY DIRECTOR: MUNICIPAL ADMINISTRATION REF NO: 1/2019 (MA) (X2 POSTS)
Directorate: Municipal Administration

SALARY: R733 257 - R 863 748 per annum (All inclusive Middle Management Service package)

CENTRE: Pietermaritzburg

REQUIREMENTS:
The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 as recognised by SAQA in the field of Local Government/ Public Administration/ Public Management or any related qualification coupled with 5 years junior management experience and working knowledge and experience in a local government environment. Legal qualification will be an advantage. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of policy analysis, Knowledge of project management, Knowledge of relevant legislation, Planning and organising skills, Time management skills, Team development skills, Problem solving and decision making skills, Management of finances skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 driver's license.

DUTIES:
The successful candidate will be required to support efficient municipal administration with the following key responsibilities:- Support and monitor municipal statutory matters, Administer municipal administrative and statutory compliance relating to the disposal of municipal-owned immovable property, the expropriation of immovable property, the proposed permanent closure of municipal roads, streets and public open spaces, applications in terms of the KZN Cemeteries and Crematoria Act and the KZN Pounds Act, 2006, councillor remuneration matters, Support municipalities with challenges, including providing support towards the building of capable institutions and the review/implementation of certain policies, Manage the staff and budget of the Sub Directorate, Provide guidance and advice to councillors, municipalities and stakeholders.

ENQUIRIES: Mrs A Reddy at Tel No: (033)-355 6475

POST 31/146: DEPUTY DIRECTOR: RAPID RESPONSE REF NO: 1/2019 (CDWPP)
Chief Directorate: Community Development Workers and Public Participation Directorate: CDWP and Rapid Response

SALARY: R733 257 - R863 748 per annum (All inclusive Middle Management Service package)

CENTRE: Pietermaritzburg

REQUIREMENTS:
The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 as recognized by SAQA in Public Administration or Municipal Governance or Social Sciences coupled with 3-5 years’ junior management experience in local government. Related stakeholder coordination experience will be an added advantage. Essential Knowledge, Skills and Competencies Required: The successful candidate must have:- Knowledge of relevant legislation, Knowledge of all relevant enabling prescripts, Knowledge of intergovernmental and functioning of municipalities, Ability to articulate and implement the IGFA, Ability to nurture relationships with strategic partners within and outside of government sector, Planning and management skills, Presentation and facilitation skills, Conflict resolution and problem solving skills, Team development and decision making skills, Good communication skills (written and verbal), Computer literacy in MS Office, A valid driver’s license.

DUTIES:
The successful candidate will be required to ensure that service delivery problems are responded to timeously with the following key responsibilities: Ensure local engagement prior and after service delivery protests, Ensure that
service delivery protests are responded to timeously, Manage the rapid response service to areas that are pressure points and threatened by service delivery, Protests within the district, Oversee service delivery problems identification utilizing various systems, Develop and implement policies, frameworks, guidelines and toolkits, Management of resources.

ENQUIRIES : MS F Makhanya at Tel No: (033)-355 6562

POST 31/147 : DEPUTY DIRECTOR: ADMINISTRATION: OFFICE OF THE DDG REF NO: 1/2019 (LGB)
Branch: Local Government

SALARY : R733 257 - R863 748 per annum (All inclusive Middle Management Service package)

CENTRE : Pietermaritzburg

REQUIREMENTS : The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 as recognised by SAQA in Local Government/ Administration Field/ Public Administration or any other relevant qualification coupled with 3 years junior management experience in the relevant field. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of public service legislations and interpretation of relevant legislations, Knowledge of departmental polices and guidelines, Knowledge of municipal functions and applicable legislation, Good planning, problem solving and decision making skills, Project planning, work analysis and financial management skills, Good communication (verbal & written), A valid code 8 drivers licence.

DUTIES : The successful candidate will be required to provide operational support to the DDG of the local government branch with the following key responsibilities: - Coordinate and integrate the activities of the branch, Facilitate strategic partnership between the branch, department and municipalities, Manage outstanding matters between the office of the DDG and all key stakeholders, Manage operation activities of the DDG, Manage the resources of the unit.

ENQUIRIES : MR TA Mdadane at Tel No: (033)-355 6482

POST 31/148 : ASSISTANT DIRECTOR: MUNICIPAL ADMINISTRATION REF NO: 2/2019 (MA) (X2 POSTS)
Directorate: Municipal Administration

SALARY : R376 596 – R454 920 per annum

CENTRE : Pietermaritzburg

REQUIREMENTS : The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 as recognised by SAQA in the field of Local Government or Public Administration or Public Management or any related qualification coupled with 3 years supervisory experience in public sector environment. Legal qualification will be an advantage. Essential Knowledge, Skills And Competencies Required: The successful candidate must have:- Knowledge of policy analysis, Knowledge of project management, Knowledge of relevant legislation, Planning and organising skills, Time management skills, Team development skills, Problem solving and decision making skills, Management of finances skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 driver’s license.

DUTIES : The successful candidate will be required to support efficient municipal administration with the following key responsibilities: Assist with the processing of municipal statutory applications relating to the disposal of municipal-owned immovable property, the expropriation of immovable property, the proposed permanent closure of municipal roads, streets and public open spaces, applications in terms of the KZN Cemeteries and Crematoria Act and the KZN Pounds Act, 2006, councillor remuneration matters, Support municipalities with challenges, including providing support towards the building of capable institutions and the review/implementation of certain policies, Manage the staff and budget of the Sub Directorate, Provide guidance and advice to councillors, municipalities and stakeholders.

ENQUIRIES : Mrs A Reddy at Tel No: (033) 355 6475
POST 31/149 : ASSISTANT DIRECTOR: MUNICIPAL GOVERNANCE REF NO: 2/2019 (MG) (X2 POSTS)
Directorate: Municipal Governance

SALARY : R376 596 – R454 920 per annum
CENTRE : Pietermaritzburg
REQUIREMENTS : The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 as recognised by SAQA in legislative drafting or any related qualification coupled with 5 years working knowledge and supervisory experience in local government environment after qualification. Legal qualification will be an advantage. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of relevant legislation, Knowledge of research and development of legislation, Knowledge of conflict resolution, Knowledge of policy analysis, Knowledge of project management, Planning and organising skills, Conflict resolution skills, Problem solving and decision making skills, Time management skills, Management of finances skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 driver’s license.

DUTIES : The successful candidate will be required to undertake processes in support of efficient municipal governance and compliance with the following key responsibilities: Undertake the assessment of the executive authority of municipalities, Undertake the assessment of the municipal council institutional framework and administer the legislative processes associated therewith, Process applications for by-elections in terms of timeframes, Provide support to municipalities with their legislative authority, Provide advice and legal guidance on municipal legislative framework, Undertake the drafting of legal documents, Management of resources.

ENQUIRIES : Mr S Duma at Tel No: (033) 355 6311

POST 31/150 : ASSISTANT DIRECTOR: MUNICIPAL NERVE CENTRE REF NO: 1/2019 (MPM) (X2 POSTS)
Chief Directorate: Municipal Service Delivery Support
Directorate: Municipal Performance Management

SALARY : R376 596 – R454 920 per annum
CENTRE : Pietermaritzburg
REQUIREMENTS : The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 as recognised by SAQA in Local Government or Administration Field or Public Administration or Public Management or Town and Regional Planning coupled with 3 years supervisory experience. Essential Knowledge, Skills And Competencies Required: The successful candidate must have:- Knowledge of Constitution of South Africa, Knowledge of back to basics programme, Knowledge of employee performance and management system, Knowledge of Basic Conditions of Employment Act, Knowledge of community development, Knowledge of municipal performance management, Knowledge of project management principles, Knowledge of local government legislation, Knowledge of municipal practices and procedures, Language skills, Good listening skills, Presentation and facilitation skills, Planning and organisational skills, Project management skills, Decision making skills, Report writing skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 driver’s license.

DUTIES : The successful candidate will be required to co-ordinate National/Provincial support programmes to municipalities with the following key responsibilities: Coordinate service delivery support programmes on behalf of the Department to municipalities, Monitor service delivery by municipalities, Coordinate nerve centre information, Provide administrative support to the Nerve Centre functionality, Provide advice, guidance and input to policy.

ENQUIRIES : MS NT Mthembu at Tel No: (033) 355 6116

DEPARTMENT OF HEALTH

ERRATUM: KWAZULU-NATAL: DEPARTMENT OF HEALTH: Kindly note that the post of Operational Manager Nursing: Speciality Theatre (For Greytown Hospital) with Ref No: GTN 35/2019 advertised in Public Service Vacancy Circular 30 dated 23 August.2019. The correct Tittle of the post is Operational Manager Nursing: Speciality Maternity.
MANAGEMENT ECHELON

POST 31/151 : DIRECTOR: PHC SYSTEM DEVELOPMENT REF NO: G66/2019
Cluster: Health Service Development

SALARY : R1 057 326 per annum (Level 13) (An all-inclusive SMS Salary Package)
CENTRE : Head Office: Pietermaritzburg
REQUIREMENTS : A degree/advanced diploma in a health related field, registration with relevant professional council; PLUS A degree/diploma in health management OR a degree/advanced in a management field. PLUS At least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver’s licence (Code 08).

Competencies: The incumbent of this post will report to the Chief Director: District Health Service and will be responsible to develop the Primary Health Care Systems and Policies for the Department defining implementation protocols, norms, standards and monitoring arrangements in order to enable the Primary Health Care Institutions to function optimally inclusive of development of community support systems and mechanisms for the delivery of basic Primary Health Care Services, and as such the ideal candidate must:

- Knowledge - Possess extensive knowledge of the key issues affecting the ability of Health Institutions to effectively provide PHC services. Possess knowledge and experience regarding the management of diseases within the health services context. Possess extensive knowledge and skills regarding integrated policy development in the PHC environment. Possess extensive knowledge of quality and accreditation arrangements. Possess extensive knowledge of best practices and the ability to customize such practices to suit local needs. Computer literacy.

DUTIES : Develop policy frameworks and systems enabling the establishment and maintenance of an effective and efficient Primary Health Care System in the Province. Develop policy frameworks and systems enabling the establishment and maintenance of an effective and efficient community and household level. Develop policy frameworks and systems to promote community participation in the delivery of PHC services and governance oversight. Provide technical advice to the Member of the Executive Council, the Accounting Officer, EXCO and Institutions to continuously improve the impact made by the PHC System on health service delivery in the province. Provide support to School Health and Health Promotion program. Monitor, evaluate and report on the performance and service delivery of the Community Health Centres, Clinics, Mobiles and all outreach teams including the establishment of early warning detection. Ensure the effective, efficient and economical management and utilization of resources allocated to the component. Facilitate the implementation of Ideal Clinic Realisation and maintenance framework. Ensure coordination of Deputy Manager Nursing and DCST PHC at district level. Facilitate the implementation of HPRS, SyNCH, etc. Coordinate training and development of Primary Health Care in the Province. Coordinate clinical governance and other governance structures like clinic committees and CHC boards. Interact with different stakeholders including other departments within the province and nationally on the matters related to primary health care services. Represent the Department in different forums on matters related to primary health care.

ENQUIRIES : MR J Mndebele Tel No: (033) 395 3274
APPLICATIONS : All applications should be forwarded to: The Head of Department: KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand Delivered to: 330 Langalibalele Street, Natalia Building, Pietermaritzburg. Registry, Minus 1:1 North Tower
FOR ATTENTION : Mr NC Mbatha Recruitment Tel No: (033) 3952299
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. Faxied 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),

122
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. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview.

CLOSING DATE : 13 September 2019

OTHER POSTS

POST 31/152 : MEDICAL SPECIALIST GRADE 1/2/3: SURGERY DEPARTMENT REF NO: MED 46/2019 (X1 POST)

SALARY : Grade 1: R1 106 040 – R1 173 900 per annum (Package)
Grade 2: R1 264 623 - R1 342 230 per annum (Package)
Grade 3: R1 467 651 – R 1 834 890 per annum (Package)
18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)

CENTRE : Edendale Hospital

REQUIREMENTS : Grade 12 Certificate, Appropriate qualification in Health Science (MBChB degree or equivalent). Registration certificate with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Surgery. Current practice with the HPCSA as a Medical Specialist (2019-2020). Experience: Grade 1: Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. 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: Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. 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. A certificate of service obtained from the HR Department must be attached.
Grade 3: Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. A certificate of service obtained from the HR Department must be attached.

Knowledge of appropriate specialist level procedures and protocols within the field of general surgery. Sound knowledge of Human Resource management. Ability to supervise and teach junior staff. Good communication, interpersonal and management skills. Sound professional and ethical values and a concern for excellence. Information management and quality assurance. Knowledge of current Health and Public Servants legislation, regulation and policy. Leadership and decision making abilities as well as problem solving and conflict management.

DUTIES : Participate in the delivery of a 24 hour in-patient and out-patient general surgery service within the Pietermaritzburg Metropolitan Hospitals Complex based at Edendale or Grey’s hospital. Undertake teaching of undergraduate medical students, postgraduate general surgery trainees and allied health care personnel. Develop management protocols for the general surgery service in accordance with the Hospital and Department policies. Provide appropriate surgical care to general surgery patients. Maintain the effective and efficient utilisation of human resources in respect of: Overseeing and supervising general surgery staff in the execution of their duties, training staff and promoting ongoing staff development in accordance with their individual and departmental development needs, recruiting and selecting staff in accordance with government prescripts, assessing performance of general surgery staff, allocating general surgery personnel to respective wards and call roster. Provide measures and guidance on quality assurance to comply with set
quality standards. Provide general surgery outreach services in the Pietermaritzburg Metropolitan Hospitals Complex and Area 2. Foster collaboration with other hospitals within and outside the district. Exercise cost control over the activities of the department in line with the allocated budget. Participate in all academic and clinical meetings of the general surgery Department. Participate in departmental research activities. Accept responsibility for continuous professional development to keep up to date with new developments in the field of expertise and related fields. Any other duties as assigned by the Head of Department

ENQUIRIES
Dr. P. Ranjan Tel No: (033) 395 4165

APPLICATIONS
All applications to be posted to: The Chief Executive Officer, Edendale Hospital, Private Bag X 509, Plessislaer, 3216.

FOR THE ATTENTION
Mr. L. Makhey

NOTE
Employment Equity: Preference will be given to the following candidates as per Employment Equity target: Any person with disability regardless of race and gender, African Male, Coloured Male, Indian Male.

CLOSING DATE
20 September 2019

POST 31/153
MEDICAL SPECIALIST GRADE 1/2/3: ANAESTHESIOLOGY AND CRITICAL CARE DEPARTMENT REF NO: PHAMR 47/2019 (X1 POST)

SALARY
Grade 1: R 1 106 040 – R 1 173 900 per annum (Package)
Grade 2: R 1 264 623 - R 1 342 230 per annum (Package)
Grade 3: R 1 467 651 – R 1 834 890 per annum (Package)
18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)

CENTRE
Edendale Hospital

REQUIREMENTS
Grade 12 Certificate, Appropriate qualification in Health Science (MBChB degree or equivalent), Registration certificate with the Health Professions Council of South Africa (HPCSA) as a Specialist with FCA (SA) or MMed (Anaes) Anaesthesiology (or equivalent). Current practice with the HPCSA as a Medical Specialist (2019-2020). Experience: Grade 1: Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. 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: Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. 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. A certificate of service obtained from the HR Department must be attached. Grade 3: Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. A certificate of service obtained from the HR Department must be attached. Outstanding clinical skills in field of Anaesthesiology and critical care preferably obtained in public service. Ability and practical experience to setup and provide training program for under and post graduates. Develop and review clinical protocols and guidelines for Anaesthesiology. Quality Management (improvement, assurance, audits, etc.). Leadership, people management, problem solving, decision making and communications skills. Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships. Mentoring, coaching, facilitation, teaching and training skills. General Management Skills: Human Resources, Finance, Operations, Strategy, Marketing Knowledge of relevant protocols, policies, legislation and guidelines. Recommendation: Experience in critical care (Managing of Adult ICU’s).

DUTIES
To execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties/functions that fall within the reasonable prescripts of acceptable legislation. Must have knowledge of being able to provide cost effective and appropriate Anaesthesiology service at a Regional hospital. Ensure the proper and economical use of equipment and other resources. Accept responsibility for administration of anaesthesia. Diagnose and evaluate medical conditions pre-operatively. Assess patients, plan, initiate and
supervise medical care management. Provision of specialist Anaesthesiology & critical care services and outreach services to District Hospitals Intern, Doctor's and Nurse Supervision. Training and Supervision of postgraduate and under graduate training. Clinical Quality: audits, morbidity and mortality reviews, clinical guidelines, protocols, quarterly reports, M&E of inappropriate admissions, referrals for specialty especially ICU. Play a leadership role in conducting ward rounds, problem ward rounds, grand ward rounds, multidisciplinary meetings and mortality meeting for teaching purposes. Teleconferencing participation with the entire team. Patient Satisfaction: satisfaction surveys, community consultation and active participation in development of services, waiting times, customisation of services. Liaise with other Metropolitan hospitals and Medical School as and when necessary, in consultation with the Head of Department. Systems: appropriate level of care, referral pathways, seamless and integrative service delivery system (Hospital – districts and other (regional/Tertiary) specialties. Health Information and Research: M&E disease profile, setting up of database, conduct relevant research. To perform compulsory overtime duties in line with hospital needs.

ENQUIRIES: Dr. E.K. Mthembu Tel No: (033) 395 4005
APPLICATIONS: All applications to be posted to: The Chief Executive Officer, Edendale Hospital, Private Bag X 509, Plessislaer, 3216.
FOR ATTENTION: Mr. L. Makhaye
NOTE: Employment Equity: Preference will be given to the following candidates as per Employment Equity target: Any person with disability regardless of race and gender, African Male, Coloured Male, Indian Male.
CLOSING DATE: 20 September 2019
POST 31/154: MEDICAL SPECIALIST REF NO: MEDSPECGI/1/2019 (X1 POST) Department: Gastroenterology
SALARY: Grade 1: R1 106 040 per annum (all-inclusive Salary package) excluding commuted overtime
Grade 2: R1 264 623 per annum (all-inclusive salary package) excluding commuted overtime
Grade 3: R1 467 651 per annum (all-inclusive salary package) excluding commuted overtime.
CENTRE: Inkosi Albert Luthuli Central Hospital
REQUIREMENTS: Applicants must be registered as a Specialist Physician with the Health Professions Council of South Africa. Current registration with HPCSA as a Specialist Physician. Experience: Grade 1: No experience required. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. Grade 2: Five (5) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Specialist Physician. Grade 3: Ten (10) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Specialist Physician. Knowledge Skills, Training and Competencies Required: Ability to teach and supervise junior staff. Middle Management Skills. Research principles. Good administrative, decision making and communication skills.
DUTIES: Experience and suitability to train in the sub-specialty of Gastroenterology. Control and management of clinical services as delegated by the Head of Department. Maintain satisfactory clinical, professional and ethical standards related to these services. Maintain necessary discipline over staff under his/her control. Attend to administrative matters as pertain to the unit. Conduct, assist and stimulate research. Participate in formal teaching as required by the department. Promote community-orientated services and participation in departmental outreach programmes. Conduct outpatient clinics and provide expert opinion where required. Provide both academic and clinical service functions at the Hospital, including ward rounds, outpatients clinics, clinical training ward rounds. Participate in clinical research and academic programmes in the respective clinical department. Train under- and postgraduate students on both bedside training and classroom training at the hospital. Participate in both academic and clinical administrative activities. After-hours clinical participation.
ENQUIRIES: Professor KA Newton Tel No: (031) 240 1345
APPLICATIONS: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to
the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

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

CLOSING DATE: 20 September 2019

POST 31/155: MEDICAL SPECIALIST REF NO: MEDSPECANAESTH/3/2019 (X1 POST)
Department: Anaesthetics

SALARY:
Grade 1: R1 106 040 per annum (all-inclusive Salary package) excluding commuted overtime
Grade 2: R1 264 623 per annum (all-inclusive salary package) excluding commuted overtime
Grade 3: R1 467 651 per annum (all-inclusive salary package) excluding commuted overtime.

CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS:
Current Registration with the Health Professions Council of South Africa as a specialist. Additional interest and experience in providing a specialist service as an anaesthetist in the sub-specialty areas of such, pre anaesthetic clinic, post anaesthesia care unit, acute and chronic pain medicine, trauma anaesthesia, and regional anaesthesia will be considered an advantage. Experience and interest in cardiothoracic anaesthesia will be an advantage.

Grade 1: requires appropriate qualification plus registration with the Health Professions Council of South Africa. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. Grade 2: requires appropriate qualification, registration certificate plus 5 years’ experience after registration with the Health Professions Council of South Africa as a Medical Specialist in Anaesthesiology. Grade 3: requires appropriate qualification, registration certificate plus 10 years’ experience after registration with the Health Professions Council of South Africa as a Medical Specialist in Anaesthesiology.

Knowledge, Skills, Training and Competencies Required: Knowledge and skills in Clinical Anaesthesia, including Emergency, Medical and Surgical Care and Acute and Chronic Pain. Demonstrate the ability to supervise and teach junior staff. Demonstrate the ability to work as part of a multidisciplinary team and ability to triage emergencies and communicate effectively with colleagues. Proven management ability, sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills.

DUTIES: Assist the Anaesthetic head of department and heads of clinical units with effective overall management of the provision of Anaesthetic services based at IALCH. Assist the head of department and heads of clinical units with the monitoring of these services to identify needs and to advise as to the formulation and implementation of staffing and health care programmes in the areas related to Anaesthesia. Assist with management of patients with acute and chronic pain in the wards and Pain Clinic. Provide a consultative service on Anaesthesia related matters at IALCH within the staffing norms. Provide after-hours service on call (nights, weekends, public holidays) Anaesthetic consultative service for the theatres and units based at IALCH within the prescribed limits. Assist with preoperative assessment of patients in the wards or in the pre-anaesthetic clinic. Assist the head of department and heads of
clinical units with the development and implementation of guidelines, protocols and clinical audits, revising as needed to optimise patient care in the theatres and wards with the resources available. Be part of the multi-disciplinary team when deemed necessary. Optimise delegated use of Human and other resources. Assist with auditing the activity and outcomes of service of the Anaesthetic Department. Be actively involved in the Departmental undergraduate and post-graduate teaching programmes.

ENQUIRIES

APPLICATIONS

Dr S Bechan
Tel No: (031) 240 1762

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

NOTE

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

CLOSING DATE

20 September 2019

POST 31/156

MEDICAL SPECIALIST REF NO: ST 29/2018 (X2 POSTS)
Component: O & G

SALARY

Grade 1: R1 106 040 per annum all – inclusive package + a fixed commuted overtime & 18% inhospitable allowance.
Grade 2: R1 264 623 per annum all- inclusive package + fixed commuted overtime & 18% Inhospitable Allowance
Grade 3: R1 467 651 per annum all- inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance.

CENTRE

GJG Mpanza Regional Hospital

REQUIREMENTS

Knowledge, Skills and Experience Required
Have a working knowledge of common obstetrical and gynaecological conditions presenting at Stanger Hospital, a regional hospital. Ability to provide specialist obstetrical and gynaecological consultations, surgical procedures, diagnostic skills ultrasound and colposcopy. Knowledge of Human Resources management. Knowledge of provision of comprehensive HIV/Aids relevant to local situation. Information management and quality assurance expertise. Knowledge of current Health and Public Servants Legislations, regulations and policy including Medical Ethics, Epidemiology and statistics. Leadership and decision making abilities as well as problem solving and conflict management skills. Grade 1: Minimum requirements: A tertiary qualification (MBCHB) or equivalent), plus Current registration with the Health Professional Council of South Africa as a Specialist in O&G Grade 2: Minimum requirements: A tertiary qualification (MBCHB or equivalent) plus, Current registration with the Health Professional of South Africa as a Specialist plus, Five (5) years post registration experience as a Medical Specialist in O & G. Grade 3: Minimum requirements tertiary qualification (MBCHB or equivalent) plus, A valid registration with the Health Professionals Council of South Africa in Specialist plus Ten (10) years post registration experience as a Medical Specialist in O & G.

DUTIES

Provision of specialists services in Obstetrics and Gynaecology. Capacity building in PHC and provision of outreach services with focus on improving women health. Reduction in maternal maternity and development of interventions to most common causes of maternal deaths: HIV/AIDS. Develop a CPD programme in all hospitals in the district. Support and supervise junior staff in the District, District hospitals and regional hospital complex. Develop
and implement protocols for obstetrics and gynaecology. Support HIV/AIDS programme in the hospital and community. Support quality improvements in the hospital. Conduct research in primary care. To perform overtime in line with hospital needs. To provide training for nurses, junior staff, interns and medical students.

ENQUIRIES : Dr S Hariparsad (Head Clinical Unit) Tel No: (032) 437 6040/0845332217
APPLICATIONS : Applications to be forwarded to: Human Resources Department, The Human resource manager, Stanger Hospital, Private Bag x10609, Stanger 4450
FOR ATTENTION : Mr. S. Govender
NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. ST 29//2018 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s).This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.

CLOSING DATE : 13 September 2019
POST 31/157 : MEDICAL OFFICER REF NO: MOGI/1/2019 (X1 POST)
Department: Gastroenterology

SALARY : Grade 1: R821 205 per annum (All Inclusive Salary Package) excluding Commuted Overtime.
Grade 2: R938 964 per annum (All-inclusive Salary Package) excluding Commuted Overtime.
Grade 3: R1 089 693 per annum (All-inclusive Salary Package) excluding Commuted Overtime.

CENTRE : Inkosi Albert Luthuli Central Hospital and DFR

REQUIREMENTS : MBCHB Degree Registration with the Health Professions Council of South Africa as Medical Practitioner. Current registration as Medical Practitioner with HPCSA. Completion of Community Service. Experience: Grade 1: No Experience required from South African qualified employees. Must be registered as an independent medical practitioner with the HPCSA. One year relevant experience after registration as a Medical Practitioner with a recognised 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 Officer after Registration with HPCSA as a Medical Practitioner. Six years relevant experience after registration as a Medical Practitioner with a recognised 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 appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. Eleven years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Knowledge Skills And Experience Required: Sound clinical knowledge of Internal medicine with ability to deal with all medical emergencies. Knowledge of ethical medical practice.

DUTIES : Examination, diagnosis and management of patients. After-hours clinical participation. Participation in academic activities of the Gastroenterology
department. Facilitating and coordinating quality improvement imperatives (morbidity and mortality meetings, clinical audits).

ENQUIRIES : Prof K Newton Tel No: (031) 240 1345
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

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

CLOSING DATE : 20 September 2019
POST 31/158 : MEDICAL OFFICER REFNO: GJGM 42/2019 (X1 POST)
Component: A & E

SALARY : Grade 1: R82 120 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance
Grade 2: R93 964 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance;
Grade 3: R1 089 693 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance

CENTRE : GJGM Hospital
REQUIREMENTS : Knowledge, Skills and Experience Required
Sound knowledge and skills in Emergency Medicine including advanced adult and Paediatric resuscitative intervention. Sound clinical knowledge in General medicine including management of acute and chronic medical conditions. Good interpersonal and supervisory skills. Ability to work in challenging environment. Sound assessment, diagnostic and management skills. Knowledge and skills in Emergency care. ACLS, PALS, ATLS or Diploma in Primary Emergency Care is recommended. Grade 1: Minimum Requirements: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner Grade 2: Minimum Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner Grade 3: Minimum Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner.

DUTIES : Provision of quality patient centered medical care to all patients in the emergency unit. Maintain accurate Medical records in accordance with legal and ethical guidelines. Provision of continuity of care to patients involving assisting in the Family Medicine Wards if the need arises. Ability to assist the senior medical staff in the smooth running of the department. To provide training for nurses, junior staff, interns and medical students. The Following Learning Opportunities Are Available in the Accident & Emergency Unit Supervision by an Emergency Physician with daily ward rounds an “on the floor teaching” in A & E. Emergency ultrasound training. Advanced airway management and ventilation techniques. Evidence based protocol driven management. Opportunity to conduct research in the unit. Preparation for the Diploma in Emergency Care (Dip PEC). Preparation to enter the Fellowship in Emergency Medicine.

ENQUIRIES : Dr S. Pillay (Head Clinical Unit) Tel No: (032) 437 6076
Applications to be forwarded to: Human Resources Department, The Human resource manager, GJGM Hospital, Private Bag x10609, Stanger 4450

FOR ATTENTION: Mr. S. Govender

NOTE: The following documents must be submitted. Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.z. Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM 42/2019. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post(s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.

CLOSING DATE: 13 September 2019

POST 31/159: DEPUTY MANAGER: FINANCE REF NO: UTHUK/02/2019 (X1 POST)

SALARY: R733 257 per annum. Other Benefits: 13th cheque, Medical Aid (Optional), Home Owners Allowances (employee must meet prescribed requirements)

CENTRE: Uthukela Health District

REQUIREMENTS: Senior Certificate (Grade 12), Bachelor Degree /National Diploma in Financial Management/Cost & Management/ Financial Accounting/Accounting Science(all with accounting as major subject) PLUS A minimum of 3 – 5 years managerial experience in Financial Management: Recommendation: Computer Literacy: MS Office Software Application (Attach Proof). Valid Driver’s license. Proof of previous or current work experience endorsed and stamped by Human Resource must be attached. NB: Shortlisted applications will be subjected to a competency test in Financial Management aspect. Knowledge, Skills, Training And Competences Required: The incumbent of this post will report to the District Director, and will be responsible to provide financial management and systems administration in order to ensure that the resource are managed in such a way that the institution delivers sustainable, co – ordinate and integrated patient health care , and such the ideal candidate must: Possess thorough knowledge of Laws, Regulation, Policies, Instructions Practices Notes, Public Finance Management Act, Treasury Regulation and Treasury Guidelines. Possess in depth knowledge of budget process and BAS. Have the ability to perform independently and under pressure. Have good communication and interpersonal relations. Be computer literate with a proficiency in Excel and PowerPoint Software application. Knowledge of Persal. Possess knowledge of human resource management policies. Have planning, organizing, analytic thinking and presentation skills. Be able to develop / implement policies and financial practices. Be able to deliver and present formal day to day training courses. Possess knowledge of basic HR matters including HR practices, labour relations, negations and dealing with conflict. Possess knowledge of procurement procedures and directive.

DUTIES: Monitor institutional cash flow particularly against budgetary benchmarks and annual procurement plans. Monitor revenue enhancement plans and procedures in order to maximise revenue generation by institutions. Monitor financial instruments and transactions such as vouchers, suspense accounts and journal entries and institute controls in order to maintain financial security. Develop, guide and nurture institutional managers to enable mature and accountable financial management and administration practices. Manage the provision of financial reports and access to BAS by institutional financial role-players to maintain system security without prejudicing service delivery.
Monitor claims by District Surgeon and NIP sites to ensure that such claims are in accordance with services rendered.

ENQUIRIES
Mrs. C.G.K Hadebe
Tel No: (036) 631 2202

APPLICATIONS
All applications should be forwarded to: The Human Resources Manager
Uthukela Health District office, Private Bag X 9958 Ladysmith 3370, OR Hand
Delivered to HR Officer (Room 20) 32 Lyell Streets, Ladysmith 3370.

FOR ATTENTION
Mrs. C.G.K Hadebe

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

CLOSING DATE
13 September 2019

POST 31/160
OPERATIONAL MANAGER: SPECIALTY: REF NO: HRM 39/2019 (X1 POST)
Directorate: Obstetrics and Gynaecology

SALARY
R562 800 - R633 432 per annum 13th Cheque, Medical Aid (Optional), Home
Owner Allowance On Application, Employee must meet prescribed
requirements.

CENTRE
King Edward VIII Hospital

REQUIREMENTS
Senior certificate(Grade 12), Degree/Diploma in General Nursing Science and
Midwifery and Advanced Midwifery, Proof of current registration with South
African Nursing Council, A minimum of 9 years appropriate/recognizable
experience as a Professional Nurse after registration as Professional nurse
with SANC in General Nursing. At least 5 years of this period must be
appropriate/recognizable experience after obtaining the 1 year post basic
qualification in Advanced Midwifery, Proof of previous and current experience
(certificate of service) and stamped by HR must be attached. Recommendation: Computer Literacy Knowledge, Skills, Training and
Competencies Required: Demonstrate an in depth understanding of Nursing
legislation and related legal and ethical practices, Knowledge and experience
of Public Service Act and regulations, Sound management, negotiations,
interpersonal and problem solving skills, Knowledge of labour relations and
disciplinary procedures, Sound knowledge of nursing care delivery
approaches.

DUTIES
Co-ordination of optimal, holistic specialized nursing care provided within the
set standard, Professional Legal Framework: Plan/organize and monitor the
objectives of the specialized unit in consultant with supervisees, provide a
therapeutic environment for staff, patients and the public, provide a
comprehensive, quality nursing care and be a member of the multidisciplinary
team according to the identified needs of the patient, based on scientific
principles, delegate duties and support staff in the execution of patient care
delivery, provide direct and indirect supervision of all nursing and
housekeeping staff and give guidance, ensure continuity of patient care at all
levels, liaise and communicate with multidisciplinary team as well as other departments within the hospital during operational meetings with nursing supervisor and supervisee's, Effective management of resources i.e. Human and material resources, Co-ordination of provision of effective training and research: plan for the provision, orientation, induction and mentoring of all new staff in your unit, plan and co-ordinate training and promote learning opportunities for all nursing categories, Provision of effective support to Nursing services, by provision of relief duties to other senior staff members, Maintain professional growth/ethical standards and self-development, Maintain professional ethics through knowledge and skill on management of all obstetrical emergencies, Ensure that all priority programs are implemented and monitored, Ensure that perinatal meetings to evaluate quality of care are implemented at all times.

ENQUIRIES : Mr. B.B. Khoza Tel No: (031) 360 3031
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 : 13 September 2019
POST 31/161 : OPERATIONAL MANAGER NURSING GRADE 1 SPECIALTY (OPERATING THEATRE) REF NO: SMKH 05/2019
SALARY : R562 800 – R633 432 per annum. Basic salary, 8% inhospitable allowance of basic salary, 13th cheque, Medical Aid (optional), Housing Allowance (employee must meet prescribed requirements).
CENTRE : St Mary’s Kwa-Magwaza District Hospital
REQUIREMENTS : Grade 12/ Senior Certificate, Basic R425 qualification (i.e. Diploma / Degree in General Nursing and Midwifery) Or Equivalent qualification that allows registration with the SANC as Professional Nurse. Post basic qualification in Operating Theatre Technique with a duration of at least 1 year accredited with the SANC. Current registration (2019) with South African Nursing Council. A minimum of nine (09) years appropriate experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate experience in the specific specialty after obtaining the one (01) year post basic qualification in the relevant specialty. Proof of current and previous experience endorsed by Human Resource Department at least 3 years of experience in a supervisor’s capacity will be added as an advantage. Knowledge of Public Service Policies Act and Regulations. Knowledge of SANC Rules and Regulations. Good communication leadership interpersonal and problem solving skill. Knowledge of Code of Conduct and Labour Relations. Ability to function well within the team. Conflict management and negotiation skills. Decision making and problem solving skill. Skill in organizing planning and supervising. Knowledge of Batho Pele and Patient’s Right. Ability to provide professional leadership, co-ordinate optimal, holistic and specialized nursing care provided within the set standard and a professional/legal frame work in the Theatre Complex. Provision of Quality Nursing Care through the implementation of Standard, Policies and Procedures coupled with supervision and monitoring the implementation therefore. To develop and ensure implementation of Nursing
Care Plans. To participate in Quality Improvement Programs and clinical Audits. Attend Mortality Meeting Monthly and ensure implementation of Nursing Care. Identify, develop and control risk management system within the units. Uphold the Batho Pele and Patient Right Charter principle. Provide a safety, therapeutic environment as laid down by the Nursing Act. Occupational Health and Safety and all other applicable prescript.

**DUTIES:**
To monitor checks and processed in the care of Swabs and instruments in Theatre. To monitor appropriate immediate to all patients that have been operated on, to monitor the preparation for operating and ensuring smooth running of the theatre procedure. Manage and supervise effective utilization of all resource e.g. Human financial material etc. implementation and management of Infection Prevention Control protocols. Develop risk management strategies to mitigate factor that can harm patient including implementation of IPC guidelines and protocols. Monitor, report and investigate any patient safety incident and develop control measures. Participate in performance review i.e. EPMDs as well as student progress reports. Participate and ensure implementation of National Health Priorities Quality Improvement initiative including national priority program plans.

**ENQUIRIES:**
Mrs P.D. Buthelezi Tel No: (035) 450 8256

**APPLICATIONS:**
All applications should be posted to: The Acting Chief Executive Officer St Mary’s KwaMagwaza Hospital private Bag X808, Melmoth, 3835.

**FOR ATTENTION NOTE:**
This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department the contents of this Circular Minute must be brought to the notice of all eligible Officers and employees on your establishment of all institutions. Institutions must notify candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: The following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and identity document-not copies of certified copies. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. SMKH 01/2019. NB: failure to comply with the above instructions will be disqualified applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non RSA Citizens / Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for an interview. EET: African Males. NB: Preference will be given to African Males and people with disabilities.

**CLOSING DATE:** 13 September 2019

**POST 31/162:** OPERATIONAL MANAGER (PHC) GR1 REF NO: DARN 04/2019 (X1 POST)
Component: Darnall Clinic
Re-advertisement; applicants that previously applied must please re-apply.

**SALARY:** R562 800 per annum Plus 8% rural allowance Benefits 13th Cheque, home owner’s allowance, and Medical aid optional (Employee must meet prescribed conditions)

**CENTRE:** ILembe Health District Office

**REQUIREMENTS:**
Grade 12 (Senior certificate) Standard 10/or ( Vocational National Certificate), Degree / Diploma in General Nursing Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus current registration with SANC as General Nurse and Primary Health Care plus a minimum of 9 years appropriate/recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Good report writing and time management
skills, understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentorship, team building, supervisory skills and coaching to his/her subordinates. Good communication, interpersonal relations, counselling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving skills, conflict handling and counselling. Co-ordination and planning skills, Ability to assist in formulation of patient care related policies. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached. Recommendation Valid Code EB Driver's license (Code8).

**DUTIES:**
- Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control and allocation of Human and Material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMDS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyze and interpret statistic including PHC Programme indicators. Participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and National Core Standards in the facility. Support PHC re-engineering by ensuring that outreach teams are functional.

**ENQUIRIES:**
Mrs R. Bhagwandin (Operational Manager: PHC Supervisor) Tel No: (032) 5513686.

**APPLICATIONS:**
Applications to be forwarded to: The Acting District Director, Ilembe Health District Office Private Bag X 10620 Stanger 4450 for: Human Resource Section.

**NOTE:**
Directions to Candidates: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. SHAK 01/2019.NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post(s).This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

**CLOSING DATE:**
20 September 2019

**POST 31/163:**
**CLINICAL PROGRAMMES COORDINATOR GRADE 1 (HIV/AIDS: HCT, STI AND HTA) REF NO: UTHUK DO /03/2019 (X1 POST)**

**SALARY:**
R444 276 – R500 031 per annum. Other Benefits: 13th cheque, Medical Aid (Optional), Home Owners Allowances (employee must meet prescribed requirements

**CENTRE:**
Uthukela District Office

**REQUIREMENTS:**
Senior Certificate (Grade 12).Degree or Diploma in General Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. A minimum of 7 years appropriate / recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Current SANC receipt must be attached. Proof of current or previous work experience endorsement and stamp by Human
Resource. Recommendation: Valid driver’s license EB Licence Code 08. Computer literacy (proof must be attached). The ideal candidate must have: Demonstrate in depth knowledge and understanding of HR policies and procedures, PFMA and the legislative framework governing the Public Service. Good communication, leadership, interpersonal and problem solving skills. Ability to function well within a team. Conflict management and negotiation skills. Knowledge of SANC Rules and Regulations. Decision making skills. Computer literacy.

**DUTIES**

Plan, organise and conduct community dialogues and events that convey health messages and practices which support health programme strategies. Ensure that clinical strategies to manage health conditions contained under the health programs are implemented in all institution. Monitor indicators which measure health practice in institutions, provide support and report on findings to District Health Management. Network with other provincial departments and NGO’s to maintain a referral service for community members inclusive of identity documents, home based. Coordinate human resource management under HTA Program.

**ENQUIRIES**

Ms. L. S Phungula Tel No: (036) 631 2202

**APPLICATIONS**

All applications should be forwarded to: The Human Resources Manager Uthukela Health District office, Private Bag X 9858 Ladysmith 3370, OR Hand Delivered to HR Officer (Room 20) 32 Lyell Streets, Ladysmith 3370.

**FOR ATTENTION**

Mrs. C.G.K Hadebe

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

**CLOSING DATE**

13 September 2019

**POST 31/164**

**OPERATIONAL MANAGER (GENERAL STREAM) —NIGHT DUTY REF NO: SMKH 06/2019**

**SALARY**

R444 276 – R500 031 per annum. Basic salary and 30% flexible portion that be structured in terms of the applicable rules, 8% inhospitable of basic salary.

**CENTRE**

St Mary’s Kwa-Magwaza District Hospital

**REQUIREMENTS**

Grade 12/ Senior Certificate Basic R425 qualification (i.e Diploma /Degree in General Nursing and Midwifery) Or Equivalent qualification that allows registration with the SANC as Professional Nurse. Current registration (2019) with SANC as Professional Nurse. Certificate of registration as Professional Nurse. A minimum of seven (07) years appropriate recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Proof of current and previous experience endorsed by Human Resource Department. Knowledge of nursing care processed and procedures nursing status and other relevant legal frame work such as Nursing Act, Mental Health Act OH&S Act, Batho Pele and Patient’s Right Charter, Labour Relations Act, Grievance procedure .etc. Leadership organizational decision
making and problem solving abilities. Interpersonal skills including public relations, regulations, negotiating, conflict handling and counselling. Financial and budgetary knowledge. Good in- sight of procedure and policies pertaining to nursing care. Computer skills in basic programs. Knowledge of SANC rules and regular scope of practice, labour relations and departmental policies.

**DUTIES**

Co-ordination of optimal and holistic specialized nursing care. Provide direct and indirect supervision of wards and night staff. Provide therapeutic environment for patient and staff. Manage effective utilization and supervision of all resource in the Nursing component e.g. equipment, material, finance and human resource. Compile of night statistic and giving report to Nursing Management. Maintain discipline in all Labour related issues, grievance in terms of laid down procedures and policies. Co-ordination of provision of effective training. Provisioning of effective support to nursing services. Maintain professional growth / ethical standard and self – development. Ensure staff development and performance by implementing EPMDS and other related HR policies. Participate in implementation of National Core Standards. To act as the in- charge of the facility at night.

**ENQUIRIES**

Mrs P.D.Buthelezi Tel No: (035) 450 8256

**APPLICATIONS**

All applications should be posted to: The Acting Chief Executive Officer St Mary’s Kwahlugwaza Hospital private Bag X808, Melmoth, 3835.

**FOR ATTENTION**

Human Resource Manager

**NOTE**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department the contents of this Circular Minute must be brought to the notice of all eligible Officers and employees on your establishment of all institutions. Institutions must notify candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: The following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and identity document-not copies of certified copies .The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. SMKH 01/2019. NB: failure to comply with the above instructions will be disqualified applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for an interview. EET: African Males. NB: Preference will be given to African Males and people with disabilities.

**CLOSING DATE**

13 September 2019

**POST 31/165**

PROFESSIONAL NURSE SPECIALTY (ICU & HIGH CARE) – GRADE 1, 2

**REF NO:** GJGM 45/2019 (X1 POST)

Component: 029498

**SALARY**

Grade 1: R383 226 per annum

Grade 2: R471 333 per annum

**CENTRE**

GJG Mpanza Regional Hospital

**REQUIREMENTS**

Degree /Diploma in General nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse PLUS Registration with SANC as a Professional Nurse PLUS Post basic Diploma Nursing Qualification in Relevant Speciality (Trauma or Intensive Care Nursing) with duration of One Year Accredited with SANC. Proof of current registration (2019 receipt) Grade 1: A minimum of four (4) years appropriate recognizable experience in Nursing after registration as a professional nurse. Proof of current/previous work experience endorsed and stamped by HR must be attached; Grade 2: Requirements A minimum of 14 years appropriate recognizable experience in Nursing after registration as a professional nurse.
with SANC in General Nursing. At least 10 years of the period referred to the
above must be appropriate/recognisable experience in the specific speciality
after obtaining the one year Post – Basic qualification in relevant speciality
Knowledge, Skills And Competencies Required : Knowledge of Nursing Care,
Processes and Procedures, Nursing statutes, and other relevant Legal
frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho
Pele Principles, Public Service Regulations, Disciplinary Code and Procedures
in the Public Service. Leadership, Organizational, Decision Making, Problem
Solving and Interpersonal Skills within the limits of the Public Sector Personal
Attitudes, Responsiveness, Professionalism, Supportive, Assertive and must
be a Team player.

DUTIES

Demonstrate an in depth understanding of legislation and related ethical
nursing practices and how this impact on service delivery. Ensuring clinical
nursing practice by the nursing team in accordance with the scope of practice
and nursing standards as determined by the relevant health facility. Plan
management according to identified problems. Ensure accurate record
keeping for statistics purposes. Ensure adherence to principles of IPC
practices in the unit. Manage the unit in the absence of the supervisor. Manage
the utilization of all the resources efficiently and effectively. Promote quality
nursing care of the patients and ensuring that a healthy and safe environment
is maintained. Assist in the coordination and implementation of the National
Core Standards in theatre and in the whole institution for better quality patient’s
care. Maintain competence in the execution of her/his duties, while managing
high standards of performance including for others. Provision of optimal,
holistic specialized critical nursing care with set standards within professional/
legal framework. Be able to manage ventilated patients when necessary. (NB):
Due to the severe budget constraints, the department is experiencing, S&T will
not be paid to any candidate that is attending the interview process.

ENQUIRIES

Mrs TH Mthembu (Assistant Manager Nursing) Tel No: (032) 437 6111 / 6173

APPLICATIONS

Applications to be forwarded to: Postal Address: Human Resources
Department, The Human Resource Manager, GJGM Regional hospital, Private
Bag X 10609, Stanger 4450, Physical address: The Human Resource
Department, Corner of Patterson & King Shaka Street.

FOR ATTENTION

Mr. S. Govender (Human Resource Manager)

NOTE

The following documents must be submitted, Application for employment form
(Z83), which is obtainable at any Government Department or form website-
www.kznhealth.gov.za Originally signed Z83 must be accompanied by a
detailed CV and originally recently certified copies of highest educational
qualification/s (not copies of certified copies) of required educational
qualifications set out in the advertisement plus certified I.D Copy, Updated
Curriculum Vitae. Applications must be submitted on or before the closing date.
The reference number must be indicated in the column provided on the form
Z83 e.g. GJGM 45/NB: Failure to comply with the above instruction will
disqualify applicants: Please note that due to the number of applications
anticipated, applications will not be acknowledged. Correspondence will be
limited to short listed candidates only. If you have not been contacted within
two months after the closing date of the advertisement, please accept that your
application was unsuccessful. The appointment is subject to positive outcome
obtained from NIA to the following checks (security clearance, credit records,
qualification, citizenship and previous experience employment verifications
and verification from the company Intellectual Property (CIPC). The
Department reserves the right not to fill the post(s).This Department is an equal
opportunity, affirmative employer, whose aim is to promote
representivity in
all
levels of all occupational categories in the Department. Persons with
disabilities should feel free to apply for the post.

CLOSING DATE

13 September 2019

POST 31/166

PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) THEATRE
REF NO: PN (SPEC NURS STREAM) THEATRE/2/2019 (X2 POSTS)

SALARY

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

CENTRE

Inkosi Albert Luthuli Central Hospital

REQUIREMENTS

Degree Diploma in General Nursing and DOTT. Current registration with SANC
as General Nurse and relevant specialty. A minimum of 4 years
appropriate/recognisable post registration experience as a General Nurse. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient’s needs, requirements and expectations (Batho Pele). Ability to plan and organise own work and that of support personnel to ensure proper nursing care Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. Grade 2: Experience: A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific Speciality after obtaining the 1 year post basic qualification in the relevant speciality DOTT.

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

ENQUIRIES : Mrs NO Mkhize Tel No: (031) 240 1063

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

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

CLOSING DATE : 20 September 2019

POST 31/167 : PROFESSIONAL NURSE SPECIALTY (OCCUPATIONAL HEALTH) GRADE1 OR 2 REF NO: SMKH 04/2019

SALARY : R383 226 – R444 276 per annum. Housing allowance, 13th Cheque, Medical aid optional, 8% inhospitable rural allowance.

CENTRE REQUIREMENTS : St Mary’s Kwa-Magwaza District Hospital

Grade 1: Grade 12/ Senior Certificate Basic R425 qualification (i.e Diploma Degree in Nursing and Midwifery) Or Equivalent qualification that allows registration with the SANC as Professional Nurse. One year post basic qualification in Occupational Health Nursing. Current registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognisable experience in Nursing after registration as a professional Nurse with the SANC in General Nursing. Proof of current and previous experience endorsed by Human Resource Department. Grade 2: Grade 12/ Senior Certificate Basic R425 qualification (i.e Diploma Degree in Nursing and Midwifery) Or Equivalent qualification that allows registration with the SANC as Professional Nurse. One year post basic qualification in Occupational Health
Nursing. A minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. A minimum of 10 (ten) years of the period referred above must be appropriate / recognizable experience in occupational Health Nursing. Proof of current and previous experience endorsed by Human Resource Department. Strong interpersonal, communication and personal skills. Ability to make independent decisions. An understanding of the challenge facing the public health sector. Ability to prioritise issues and other work related matters and to comply. High level of accuracy. Depth knowledge of Act, Policies, Procedures, Prescripts and Legislations. Render and optimal holistic specialized nursing care to patients in the occupational health clinic.

**DUTIES**

Ensure a daily effective functioning if the occupational health clinic Undertake risk assessment for occupational disease. Conduct mandatory medical assessment as per the provision of Occupational Health Act. Facilitate / conduct health education and social economical awareness. Compile and manage occupational health statistics and maintain good record keeping. Maintain accreditation standards by ensuring complies with National Core Standard. Co-ordinate clinic activities and participate in the formulation, analysis, implementation, and monitoring of the unit objectives, policies and procedures. Ensure the unit complies with infection Prevention and controls as well as Occupation Health and Safety policies. Ensure working equipment and machinery is available and functional at all times. Report and challenges and deficiency with in the unit to the immediate supervisor. Attend to meetings, workshops and training and other functions as assigned by the supervisor.

**ENQUIRIES**

Mr ES Mchunu Tel No: (035) 450 8241

**APPLICATIONS**

All applications should be posted to: The Acting Chief Executive Officer St Mary’s KwaMagwaza Hospital private Bag X808, Melmoth, 3835

**FOR ATTENTION**

Human Resource Manager

**NOTE**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department the contents of this Circular Minute must be brought to the notice of all eligible Officers and employees on your establishment of all institutions. Institutions must notify candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: The following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and identity document not copies of certified copies. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. SMKH 01/2019. NB: failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications. Due to the large number of applications, receipt of applications will not be acknowledge. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for an interview. EET: African Males. NB: Preference will be given to African Males and people with disabilities.

**CLOSING DATE**

13 September 2019