ANNEXURE S

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: 04 October 2019 (Applications received after this date will not be accepted).

NOTE: To Applicants: 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 All shortlisted candidates will be subjected to a technical exercise that
intends to test relevant technical elements of the job, the logistics of which will be
communicated by the department Following the interview and the technical
exercise, the selection committee will recommend the candidates to attend a
generic managerial competency assessment (in compliance with the DPSA
Directive on the implementation of competency based assessments) The
competency assessment will be testing generic managerial competencies using
the mandated DPSA SMS competency assessment tools.

MANAGEMENT ECHELON

POST 34/145 : CHIEF DIRECTOR: FINANCE REF NO: 1/2019 (OCFO)
Chief Directorate: Finance

SALARY : R1 251 183 per annum (All Inclusive SMS Management Service Package)
CENTRE : Pietermaritzburg

REQUIREMENTS : The ideal candidate must be in possession of a minimum Bachelor's Degree or
NQF level 7 as Recognized by SAQA in finance with majors in Financial
Management and Accounting coupled with 5 years of experience at a senior
managerial level in the financial management environment. Preference will be
given to female candidates essential knowledge, skills and competencies required:
The successful candidate must: - Demonstrate high level of competency in financial
administration and financial accounting, Sound knowledge and understanding of
relevant legislation, Knowledge of project management, public sector budget
reform process, PFMA and financial practice notes, Good planning, decision
making, and problem solving skills, Team development and strategic leadership
skills, Good communication skills (written and verbal), Ms Office suite and a valid
code 8 drivers license.

DUTIES : The successful candidate will be required to manage the finances of the
Department efficiently and effectively in accordance with the prescripts of the
PFMA with the following key responsibilities:- Manage and co-ordinate the
department’s budget, Manage and co-ordinate the financial planning of Traditional
Councils (Tc's), Manage an integrated financial administration services, Manage
integrated supply chain management services for the Department, manage the
effective and efficient utilization of human resources.

ENQUIRIES
MR. BW Ndlovu at Tel No: (033) 395 2570

DEPARTMENT OF HEALTH

It is the Department's intention to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

OTHER POSTS

POST 34/146
MEDICAL SPECIALIST – BREAST AND ENDOCRINE
REF NO: MEDSPECSPECBREAST&ENDOCRINE1/2019 (X1 POST)
Department: Specialised Surgery

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
MBCHB, Registration with Health Professional Council of South Africa as Medical Specialist – Surgeon Current registration with the Health professions Council of South Africa Medical Specialist surgeon 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 Medical Specialist Surgeon. Grade 3: Ten (10) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist Surgeon Knowledge, Skills, Training and Competencies Required: Sound knowledge of and experience in General Surgery Ability to teach and supervise junior staff Good communication, decision-making and clinical skills Research principles.

DUTIES
Control and management of clinical services as delegated in the Breast and Endocrine Unit 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. Train undergraduate and postgraduate medical students and allied health personnel and participate in formal teaching as required by the department Promote community-oriented services Conduct outpatient clinics and provide expert opinion where required.

ENQUIRIES
Dr I Buccimezza Tel No: (031) 240 2365

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 : 04 October 2019

POST 34/147 : MEDICAL SPECIALIST PAEDIATRICS REF NO: RKK M 20/2019 (X1 POST)

SALARY : Grade 1: R1 106 040 per annum (All-inclusive salary package) (Commuted
overtime is compulsory)
Grade 2: R1 264 623 per annum (All-inclusive salary package) (commuted
overtime is compulsory)

CENTRE : R. K Khan Hospital – Paediatrics

REQUIREMENTS : Grade 1: Minimum requirement appropriate qualification MBCHB Degree Plus
Current registration with HPCSA as a Specialist in Paediatrics Grade 12 certificate
Registration certificate as Specialist with HPCSA. Grade 2: the minimum of 5 years
Appropriate experience as Medical Specialist after registration with the HPCSA as
A Medical Specialist in Medicine Grade 12 certificate. Proof of current registration
With HPCSA 2019 NB’ 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”
Knowledge, Skills and Competencies Advanced clinical knowledge and expertise
In Paediatrics and Neonatal care Good application of interpersonal skills and ability
to work well with a team Ability to supervise, advise and teach junior staff in
Paediatrics and Neonatal care including emergencies, high care, intensive care
And general care Stress tolerance, self-confidence and the ability to build and
Maintain good relationships Good communication skills.

DUTIES : To provide effective and efficient specialist in-patient and ambulatory service with
Emphasis on clinical care of children and neonates served at R.K Khan Hospital
And its catchment population To assist the Head Clinical Unit in the development
Of systems, management and administration, protocol development and
Implementation, clinical governance activities to ensure effective management of
Patients Participation in departmental academic programmes: teaching of
Undergraduate and postgraduate medical and nursing students, interns and
Support staff Participate in teaching and assessment activities within the
Department of Paediatrics and Child Health – University of KwaZulu-Natal.
Participation in Quality Improvement activities in the Paediatrics and Neonatology
Units including audit and development of relevant operational research in
Paediatrics and Child Health Participation in the R.K Khan Paediatrics Outreach
Program in collaboration with the Metropolitan Outreach Team Will be required to
Work after-hours.

ENQUIRIES : Dr F Mamdoo Tel No: (031) 459 6209
APPLICATIONS : Human Resource Department, R K Khan Hospital Private Bag x 004 Chatsworth,
4030 or Hand delivered to R K Khan Hospital Human Resource Department
Ground floor Recruitment Officer Room no. 35

FOR ATTENTION : Human Resource Manager
NOTE : Applications should be submitted on form Z83 from any Public Service Department
Human Resource Department OR from the website www.kznhealth.gov.za
Certified copies of ID, Matric, highest educational qualifications and HPCSA
Registration – not copies of certified copies Current registration with HPCSA 2019
Updated Curriculum Vitae Certified copy of certificates of service endorsed by
Human Resource The reference number must be indicated in the column provided
On form Z83 e.g.HR 01/2019 Faxed documents will not be accepted NB: Failure to
Comply with the above instructions will result in disqualification Please note that if
You are not contacted within 3 months of the closing date, your application is
Unsuccessful Every shortlisted applicant will be advised of the outcome of their
Application in due course Please note that the successful candidate will be
Subjected to a pre-employment screening and verification process including CIPC
(Companies Intellectual Property Commission) screening Due to financial
Constraints no S & T or relocation costs will be paid for attending interviews. NB:
Relocation is at your own cost due to financial constraints- No S&T Claims or
Relocation cost to be paid

CLOSING DATE : 04 October 16:00 afternoon
MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 68/2019

General Surgery Department

SALARY
Grade 1: R821 205 per annum (All inclusive salary packages)
Grade 2: R938 964 per annum (All inclusive salary packages)
Grade 3: R1 089 693 per annum (All inclusive salary packages)
(This inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted Overtime which is determined by service delivery needs of the department

CENTRE
Ngwelezana Tertiary Hospital

REQUIREMENTS
Tertiary qualification in the Health Science MBChB. Current registration with the Health Professions Council of South Africa as a Medical Practitioner. Current ATLS Certificate OR proof of registration to attend ATLS course. Preference will be given to candidates who have passed the FCS Primary exam OR have proof of registration to write the exam. Grade 1: No work experience, Grade 2: A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of work experience endorsed by Human Resource Department, Grade 3: A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of work experience endorsed by Human Resource Department Sound clinical skills, Knowledge of acts, policies and regulations of the Department of Health and Concern for excellence.

DUTIES
Provision of quality patient centred care for all patients in the hospital and satellite clinics Examine, investigate, diagnose and oversee the treatment of patients. Provision of after-hours services in a form of commuted overtime as per the departmental needs Provide medical related information to clinical staff as may be required Undertake on-going care individuals' patients to allow for continuity of care including ward rounds and clinics visit Maintain accurate health records in accordance with legal ethical considerations Train and guide staff who are health professionals Actively participate in morbidity and mortality reviews Attend and participate continuous medical education and training Participate in quality improvement programmes which includes clinical governance and national core standards Ensure that cost-effective service delivery is maintained within the respective department. Attend to administrative matters as required. Observe and comply with all departmental policies and guidelines regulating employment relationship and clinical functioning. Perform other duties as assigned by the Supervisor or other senior official.

ENQUIRIES
Dr G. Oosthuizen: Tel No: (076) 487 5998George.Oosthuizen@kznhealth.gov.za/george.oost@gmail.com.

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

FOR ATTENTION
Mr. M.P Zungu

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

CLOSING DATE: 04 October 2019 (Late applications will not be accepted)

POST 34/149: MEDICAL OFFICER REF NO: MOCARD/1/2019 (X1 POST)
Department: Cardiology

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, Training and Competency Required: Knowledge and skills in clinical medicine, including acute emergency medicine Demonstrate the ability to work as part of a multidisciplinary team Sound communication, negotiating, and planning, organizing and interpersonal skills.

DUTIES:
Provision of Cardiology services based at IALCH. Management of patients in the Ward, CCU and Cardiac Clinics. Provision of afterhours (nights, weekends, and public holidays) call for the department at IALCH Manage designated areas of responsibility in the Cardiology Department Active involvement in the administration of Cardiac Clinics and Wards to optimize patient care. Assist in the implementation of guidelines, protocols and clinical audits Involvement in the teaching of Paramedical staff in the Department Participate in the academic programme, including research.

ENQUIRIES:
Prof DP Naidoo Tel No: (031) 240 2207/ (031)240 1910

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**: 04 October 2019

**POST 34/150**: MEDICAL OFFICER (GRADE 1, 2, 3) REF NO: GS 68/19
Component: Anaesthesia and Critical Care

**SALARY**
- Grade 1: R821 205 per annum All inclusive package
- Grade 2: R938 964 per annum All inclusive package
- Grade 3: R1 089 693 per annum All inclusive package

Consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules. Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form Rural Allowance is payable for periods of time working at Edendale Hospital only. Incumbents will be expected to work in the Department of Anaesthesia in Pietermaritzburg for at least one year During which time they will receive appropriate training to pass the Diploma in Anaesthesia, (if this qualification is not already held) Anaesthetic Medical Officers will also be able to apply for a three month rotation through the Intensive Care Units during this year In subsequent years it is anticipated that appropriate candidates will either commence specialising in anaesthesia or proceed to work in district and other regional hospitals providing high quality Medical Officer Anaesthesia

**CENTRE**
Greys Hospital

**REQUIREMENTS**
MBCHB Degree or Equivalent Qualification Plus Current Registration With The Health Professional Council Of South Africa As A Medical Practitioner NB Those candidates who are still in their community service year may apply for the post on the understanding that appointment to the post can only be made after they have received registration from the HPCSA as a medical practitioner NB Those candidates who hold a bursary that requires them to work outside of Pietermaritzburg must supply a letter from the Institution/District Office that holds their service obligation indicating that the bursary holder will be released to come to Pietermaritzburg for training Bursary holders who are unable to supply this authority will not be shortlisted. Grade 1: Experience: Not Applicable Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. DA will be an advantage Applicants who only complete Community Service time in August or September 2019 may apply on the understanding that they can only be appointed after receiving full registration as a Medical Practitioner with the HPCSA. Grade 2: Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa At least one year of this time must have been in a department of anaesthesia recognized for DA training by the Colleges of Medicine of SA. DA will be an advantage 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. Grade 3: Experience: 10 years’ experience after registration with the HPCSA as a Medical Practitioner Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa At least one year of this time must have been in a department of anaesthesia recognized for DA training by the Colleges of Medicine of SA. DA will be an advantage Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required to perform community service as required in South Africa. Recommendations: A Diploma in Anaesthesia (DA) is required for those candidates being appointed at Grade 2 level or higher Possession of the Fellowship of Anaesthesia Part 1 and or Part 2 examinations will be an advantage Work experience in a major hospital and/or in a registrar program...
will be an advantage ATLS, APLS, and ACLS will be an advantage Knowledge, Skills, Training and Competence Required: Participation in the After Hours call system is essential Medical Practice as appropriate at post Community Service level Information management Current Health and Public service legislation, regulations and policy Medical ethics, epidemiology and statistics.

DUTIES
Clinical responsibility including examine, investigate diagnose and oversee treatment of patients The incumbent will be part of the Pietermaritzburg Metropolitan Group of hospitals and will be expected to rotate through all hospitals in Pietermaritzburg To perform appropriate preoperative examination and optimisation of patients for planned surgery To provide safe and appropriate anaesthesia during surgery To participate in post-operative care of patients Anaesthetists must be prepared for early starts to the working day (07:15) and late, unpredictable finishes to the normal working day The nature of anaesthesia means that frequent weekend shifts are required inside the commuting overtime package Assist with human resource development for medical staff Conduct Orientation and Induction Programme for new Medical staff Provide guidance and advice to junior medical staff (interns/CSOs) Assist with the development of training programmes Participate in relevant training programmes Maintain accurate and appropriate health records in accordance with the legal/ethical considerations and continuity of patient care Undertake continuing medical education and professional development and study professional literature e.g Medical journals To identify health care needs and communicate these to seniors so that new ideas could be developed on policies/methods/techniques and procedures To participate in audit and quality control programs to improve the standard of patient care To participate in departmental administration by ensuring compliance with all departmental rules and regulations with regard to leave, call rosters and rotations To participate in Outreach services in the drainage area of Grey’s hospital as appropriate to their grade of qualification and experience To maintain a logbook of clinical duties.

ENQUIRIES
Dr Z. Farina Tel No: (033) 897 3412

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

FOR ATTENTION
Mrs. M. Chandulal

NOTE
Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies c) Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants 2 The circular minute number reference must be indicated in the column provided on the form Z83 e.g GS 68/19 Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged Communication will only be entered into with candidates that have been short-listed If you have not heard from us two months after the closing date, please consider your application as being unsuccessful The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC) African Males are encouraged to apply.

CLOSING DATE
04 October 2019

POST 34/151
MEDICAL OFFICER (GRADE 1, 2, 3) REF NO: GS 69/19 OPHTHALMOLOGY

SALARY
Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R 1 089 693 per annum All inclusive package Consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department Incumbents will have to sign the commuted overtime contract form.

CENTRE
Greys Hospital, Pietermaritzburg

REQUIREMENTS
MBCHB Degree equivalent qualification Plus Registration with the Health Professions Council of South Africa as a Medical Practitioner. **Grade 1:** Experience: Not Applicable Foreign qualified candidates require 1 year relevant
experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. Grade 3: Experience: 10 years’ experience after registration with the HPCSA as a Medical Practitioner Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa Recommendation: Diploma on Ophthalmology, FC Ophth(SA) Primary examinations or past experience Ophthalmology will be an advantage.

**DUTIES**

Although the post will be held at Greys Hospital the candidate may be employed at any or all of the hospitals in Pietermaritzburg and surrounding areas (Greys, Northdale, Edendale etc) Primarily responsible for the teaching programs for Ophthalmic Nurses, Medical Students and for the Diploma in Ophthalmology Attend to eye clinic patients in all three hospitals in Pietermaritzburg (Greys, Edendale and Northdale Hospitals) Recognize ophthalmic pathology and treat accordingly Must be able to perform minor surgical procedures To provide effective clinical ophthalmic service at primary and regional level in order to optimize health care Supervise and effective utilization of medical staff in the department Assist HOD to ensure smooth functioning of the department Participate in morbidity and mortality audits Maintain satisfactory clinic professional and ethical standards related to ophthalmic services.

**ENQUIRIES**

Dr C. Kruse Tel No: (033) 8973345

**APPLICATIONS**

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

**FOR ATTENTION**

Mrs M Chandulal

**NOTE**

Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies c) Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. 2 The circular minute number/reference must be indicated in the column provided on the form Z83 e.g GS 69/19 Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged Communication will only be entered into with candidates that have been short-listed If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). African Males Are encouraged to apply.

**CLOSING DATE**

04 October 2019

**POST 34/152**

OPERATIONAL MANAGER (SPECIALTY): PHC OR EMERGENCY AND TRAUMA REF NO: STC 04/2019 (X1 POST)

Components: Emergencies, Minor ailments Child and Adult, Crisis Centre, MOU Re-Advertisement those who applied previously are encouraged to re-apply

**SALARY**

R562 800 - R633 432 per annum Other Benefits: 13th Cheque Medical Aid (optional), Home Owner Allowance (subject to employee meeting prescribed requirements) plus 8% Rural Allowance

**CENTRE**

St Chads CHC

**REQUIREMENTS**

Grade 12 or Senior Certificate, Diploma/Degree in General Nursing plus Midwifery. One (1) year Post basic qualification in the relevant specialty, i.e. Clinical Nursing Science Health Assessment Diagnosis Treatment and Care (PHC) or Trauma and Emergency Nursing Science accredited by the South African Nursing Council Proof of registration with the SANC as General Nurse and Midwifery for 2019. A minimum of 9 years appropriate/recognizable experience in nursing after registration as...
Professional Nurse with SANC in General Nursing At least 5 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post-basic qualification. Proof of current and previous experience; certificate of service endorsed by HR. Recommendations: Diploma in Nursing Administration, Computer literacy. The ideal candidate must possess: Knowledge of nursing care process and procedures, nursing statutes and other relevant legal framework. Knowledge of policy directives information the provision of Primary Health Care. Good verbal and written communication. Decision making and problem solving skills. Conflict management and negotiation skills. Project management skills.

**DUTIES**
- Provide comprehensive, quality nursing care to patient/clients in a specialty unit in a cost effective manner. Assist in planning, organizing and monitoring of objectives of the specialized unit. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Work as part of multidisciplinary team to ensure good nursing care. Ensure compliance with all National, Provincial and professional rules and regulations and other prescripts in order to render a safe patient service and improve client satisfaction. Carry out EPMDS evaluation of staff; formulate training programs and participate in the training orientation and development of staff. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Attend different meetings as required. Provide for a safe, therapeutic and hygienic environment. Ability to recognize medical and surgical emergencies and refer appropriately. Analyze the operational imperatives set in the National PHC package. Service Participate in outreach services/health promotions disease prevention and support Sukuma Sakhe initiative. Ensure establishment of highly motivated; well developed and adequate Health Care workforce and promote Nursing Ethics and Professionalism. Provision of quality comprehensive patient care in line with ideal clinic; realization NHL; NCS and Batho Pele principles. Ensure data management implementation and monitoring.

**ENQUIRIES**
Mrs C.I.Ndlovu Tel No: (036) 6379600

**APPLICANTS**
All applications should be forwarded to: The Human Resources Manager: St Chads Community Health Centre, Private Bag X 9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381

**FOR ATTENTION**
Mr S.D.Mdletshe

**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**
10 October 2019
POST 34/153 : OPERATIONAL MANAGER-SPECIALTY: PHC (CHESTERVILLE CLINIC) REF NO: CL04/2019

SALARY : R562 800 – R633 432 per annum

CENTRE : Clairwood hospital

REQUIREMENTS : National Senior Certificate (Grade 12) or Standard 10 Diploma/degree in General nursing and Midwifery plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, A minimum of 9 years appropriate/recognizable nursing experience after registration as a Professional Nurse and Midwifery with SANC in General Nurse of which 5 years must be appropriate/recognizable experience after obtaining the one year post basic qualification in Primary Health Care.

DUTIES : Implementation of Quality Improvement Plan 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 Evaluate and monitor compliance with clinical protocols norms and standards within the clinic Facilitate the realization and maintenance of Ideal Clinic Programme and Core standards in the facility Conduct patients’ experience of care and develop quality improvement plans Ensure proper management of patients’ safety incidents and development of quality improvement plans thereof Work as part of the multidisciplinary team to ensure good nursing care Facilitate the attainment of Norms and Standards Demonstrate and understanding of Human Resource and Financial Management Policies and procedures Monitor and evaluate the care and management of all patients through clinical audits Supervise and Monitor implementation of PHC re-engineering Monitor implementation and performance on indicators on daily, weekly and monthly basis, provide feedback to management, analyze data and draw up quality improvement plan implementation plan Facilitate the planning, organizing and monitoring of objective of the facility Manage all resources within the unit effectively and efficiently to ensure optimum service delivery Develop and facilitate strategies to achieve targets for priority programs as set on indicators. Ensure proper management of complaints, compliments and suggestions and develop quality improvement plans thereof.

ENQUIRIES : Mrs N Linda Tel No: (031) 451 5177

APPLICATIONS : Applications may be sent to: Department, Clairwood Hospital, Private Bag X04, Mobeni 4060 or Hand deliver: 1 Higginson Mobeni 4060.

FOR ATTENTION : Human Resource

NOTE : The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place Directions to candidates, the following documents must be submitted: Application for Employment form (Z83), obtainable at any Government Department or from website – www.kznhealth.gov.za Certified copies of educational qualifications, Identity Documents - not copies of copies Curriculum Vitae, The reference number must be indicated in the column provided on the form Z83. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged However, should you not receive any response after two months after the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for the posts The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience rom Employers and verification from the Company Intellectual Property Commission (CIPC).

CLOSING DATE : 04 October 2019

POST 34/154 : OPERATIONAL MANAGER NURSING- PHC REF NO: MBO 08/2019 (X1 POST)

SALARY : R562 800 – R633 432 per annum
**CENTRE**

Samungu Clinic

**REQUIREMENTS**

Senior certificate (Grade 12), Degree/Diploma in General Nursing and Midwifery

One year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care

Current registration with SANC

A minimum of 9 (nine) years recognizable experience in nursing after registration with SANC in General Nurse

with SANC in General Nursing and Midwifery of which five (5) years must be

recognizable experience after obtaining one (1) year post basic qualification in

Primary Health Care Certificate of service stamped and signed by the Human Resource Department must be attached

A valid driver’s license

Proof of current and previous experience written by the Supervisor: Knowledge, Skills, Training and

Competencies required: Knowledge and insight into nursing process and

procedures Knowledge of nursing statutes and other relevant Public Services Act/

legislations Decision making and problem solving skills Interpersonal skills in
dealing with conflict management Knowledge and implement Batho Pele principles

Supervisory and analytical thinking skills Stress tolerance, flexibility, empathy and

ability to communicate constructively Disaster management skills Team building

and supervisory skills.

**DUTIES**

Provide quality management and professional leadership ensuring that the clinic is

organized and covered with Professional staff to provide quality patient care

Provide effective supervision in the implementation of nursing standard, policies, SOPs and procedures

Manage utilization of resources including human material and financial to enhance service delivery

Exercise control of discipline, grievance and any other labour related issues of laid down procedures

Maintain client satisfaction through monitoring and setting of service delivery.

Exercise control of discipline, grievance and any other labour related issues of laid down procedures

Maintain client satisfaction through monitoring and setting of service standards

Implement and monitoring National Core Standards, Ideal Clinic Implement

EPMDS Advocate for patients in facilitating proper treatment care and adherence

to patient rights charter and Batho Pele principles

Ensure to keep accurate records

Compile unit statistics monthly

Attend OSS Work as a part of multidisciplinary team

to ensure good nursing care

Provide direct and indirect supervision of all staff within the clinic

and give guidance

Demonstrate an understanding of Human Resource and Financial Management policies and procedures

Monitor and evaluate the care and management of all patients through clinical audits

Monitor implementation and performance of indicators on daily, weekly and monthly basis, provide feedback to

management

Analyse data and draw up quality improvement plan and implementation plans

Exercise control of discipline and any other labour related issues in terms of laid down procedures.

Ensure complaint management is functional in the clinic.

Ensure functionality of the clinic committee programme so that the community involvement and participation is achieved.

Conduct clinic open days

Monitor and evaluate HR performance through EPMDS for all relevant staff

Implement 90 90 90 project

Monitor implementation and evaluation of youth friendly services.

**ENQURIES**

Mrs WN Magagul Tel No: (035) 4766242 ext. 204

**APPLICATIONS**

All applications should be posted to: The CEO, Private Bag x126, Kwa-Pett, 3280

or hand deliver to Mbongolwane District Hospital

**FOR ATTENTION**

Human Resource Practices

**NOTE**

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website www.kznhealth.gov.za The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity document and Driving License – not copies of certified copies The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form 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) Due to the large number of applications, receipt of applications will not be acknowledged However, every applicant will be advanced of the outcome of
his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered.

**CLOSING DATE**: 04 October 2019

**POST 34/155**: OPERATIONAL MANAGER: NURSING (SPECIALTY) PHC REF NO: OTH-CHC 11/2019 (X1 POST)

**SALARY**: R562 800 per annum (OSD). Other Benefits: 13th Cheque, 12% rural allowance, Medical aid (optional), Housing Allowance (employee to meet prescribed requirements)

**CENTRE** : Othobothini Community Health Centre (Jozini)

**REQUIREMENTS**: Senior Certificate/STD 10/ Grade 12 Basic R425 qualification (diploma/degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse and Midwife 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care accredited with SANC A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing At least 5 years of the period referred to above must be appropriate experience after obtaining the one year post basic qualification in Primary Care, Proof of current registration with SANC (2019) Valid driving license C1 (Code 10) with PDP The Employment Equity Target for this post is African Male knowledge, skills, attributes and abilities: leadership, organization, decision making, supervisory and problem solving abilities within the limit of the Public sector and institution policy framework .Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework Ability to formulate patients care related policies, vision, mission and objective of the clinic Communication and interpersonal skills including Public relations, negotiating, coach, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to relevant resources under management Insight into procedures and polices pertaining care, computer skills in basic programmes Knowledge Human Resource Management policies and guidelines.

**DUTIES**: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure the implementation and monitoring of all PHC programs including priority programs in the mobile clinic Manage and monitor proper utilization of human, financial, physical and material resources. Participate in attainment of National Core Standards, realization of Ideal Mobile Clinic (ICRM), PSI and surveys on Patient Experience of Care and Waiting time. Deal with disciplinary and grievance matters including managing and monitoring absenteeism. Provision of administrative service by planning, organizing and ensure the availability of medication, medical supplies and essential equipment in mobile clinic. Monitor and evaluate HR performance in terms of EPMDS for all relevant staff. Ensure that all priority programmes are implemented and monitored. Ensure that quality data management is implemented and monitored at the mobile clinic. Maintain Inter-sessional collaboration with other government structures and provide support to Sukuma Sakhe Activities. Conduct quarterly clinical audits in accordance with National Clinical Audit guidelines. Provide educational service to staff, patients, students, mobile unit Clinic Committee and Community Health Workers.

**ENQUIRIES** : Ms N.I Mthethwa Tel No: (083) 20432643

**APPLICATIONS** : Please forward applications quoting reference number to: The Human Resources Manager, Othobothini CHC, Private Bag X 012, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.

**NOTE**: Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website- www.kzhealth.gov.za Certified copies of ID, Std 10 certificate, educational qualifications, where experience is required a confirmation letter of relevant experience from the employer on an official letterhead (not certificate of service) must be submitted together with your CV. People with disabilities should feel free to apply. Applicants in possession of foreign qualifications must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA). Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following.
checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

**CLOSING DATE**: 04 October 2019

**POST 34/156**

**OPERATIONAL MANAGER NURSING (PHC) REF NO: NGWE 69/2019**

Thokozani Clinic

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

**CENTRE REQUIREMENTS**: Ngwelezana Tertiary Hospital

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

**DUTIES**: Provide effective and professional leadership within the clinic. Oversee a provide a safe therapeutic environment in the allocated clinic that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable Conduct compliance audits regularly. Establish effective communication between clinic and hospital, other health professionals and relevant stakeholders. Compile reports as means of reporting regularly. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Assist in the development and implementation quality assurance programs, policies, operational plan, standard operating procedures and guidelines for clinic. Assist in the improvement and implementation of infection control and prevention policies. Develop, monitor and evaluate staff in terms of EPMDS. Exercise control over discipline, grievance and all labour relations issues. Attend to meetings and workshops as directed. Adhere to correct channels of communication as per the hospital organogram. Perform other duties as assigned by the supervisor and hospital management. Ensure implementation of departmental initiatives including provincial priorities. Design operational plan on implementation of CBM within given population. Ensure implementation pf DHMIS and SOP in order to produce quality data.

**ENQUIRIES**: Mrs B.J Kubheka Tel No: (035) 901 7224

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

**FOR ATTENTION**: Mr M.P Zungu

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

CLOSING DATE : 04 October 2019 (Late applications will not be accepted)

POST 34/157 : ASSISTANT MANAGER NURSING (PN-A7) (NIGHT DUTY) REF NO: ANM NIGHT DUTY/1/2019 (X1 POST)

SALARY : R562 800 per annum Plus 13th Cheque, Medical Aid (Optional), Housing allowance: Employee to meet prescribed requirements.

CENTRE : Inkosi Albert Luthuli Central Hospital (IALCH)

REQUIREMENTS : Degree/Diploma in General nursing and Midwifery Proof of registration with South African Nursing Council A minimum of eight 8 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing At least 3 three years of the period must be appropriate/recognisable experience at management level Diploma/Degree in Nursing Administration will be an advantage. Knowledge, Skills, Training and Competencies Required: Leadership, management, planning, organizing and co-ordination skills Clinical competencies and policy formulation skills Knowledge of Nursing care delivery approaches Knowledge of relevant legislative framework governing the public service as well as Nursing Acts and Regulations Good verbal and written communication skills Conflict management, Mentorship and Supervisory skills.

DUTIES : Ensure effective management, supervision and utilization of human and material resources. Ensure adherence to prescribed nursing policies and procedures. Ensure smooth running and co-ordinate hospital services during the night. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care at night. Plan and create a clean and safe physical environment and exercise infection prevention and control measures. Provide relevant health information to health care users to assist in achievement of optimal healthcare and rehabilitation of patients. Deal with disciplinary and grievance matters in monitoring of absenteeism. Evaluate and monitor compliance with clinical protocols, norms and standards of the hospital. Display concern for patients. Advocate treatment including awareness and willingness to respond to patients' needs. Prepare duty rosters, control drugs, liaise with the multidisciplinary team, conduct rounds and prepare handover reports. Participate in EPMDS management. Participate in implementation of National Core Standards. Participate in nursing and clinical audits. Manage complaints and patient safety incidents.

ENQUIRIES : Ms NO Mkhize Tel No: (031) 2401063

CLOSING DATE : 04 October 2019

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** : 04 October 2019

**Post 34/158** : Chief Radiographer: Therapy: (Supervisor): Radiation Oncology Treatment Machines /Planning

**Salary** : R466 119 per annum

**Centre** : Addington Hospital: KwaZulu-Natal

**Requirements** : Identify Document National Diploma/B Tech in Radiography (Therapy), Registration certificate with the HPCSA as a Radiographer (Therapy) Current annual fees registration renewal with HPCSA Certificates of service outlining employment history and supervisory experience if applicable Verification of qualifications with SAQA if available from H.R Dept Updated Curriculum Vitae. Experience: 3 Years’ experience as a Radiographer (Therapy) after registration as a Radiographer (Therapy) with the HPCSA recommendation: Competencies in IMRT and VMAT planning will be an advantage At least 1-3 years Supervisory experience would be a recommendation Knowledge, skills training and competencies required: knowledge of radiotherapy treatment and planning principles of basic and advanced techniques Experience in independently performing complex radiotherapy plans and reliably delivering complex radiation treatments Operation, monitoring of maintenance, record keeping, and care of all equipment and accessories Application of radiology principles in the treatment of cancer Knowledge of Radiation Control and safety Regulation Pattern recognition of cancer pathology relevant to the treatment field plans and placements Knowledge of departmental protocols, design and implementation of new protocols. Technical problem solving skill Basics supervisory and training skills Sound knowledge of Occupational Health and Safety Act, Infection Control and other relevant Acts.

**Duties** : Undertake all areas of basic radiation treatment planning and advanced planning, preparation, graphic planning, radiation dose calculation and treatment accessory production and supervision thereof Ensure that all planned directives in the delivery of the radiation of patients are undertaken. Undertake overall responsibility for the operation, care and maintenance of all major equipment and accessories used in radiation planning and treatment units Undertake and ensure that all administrative duties related to the management of the division in the department, and that radiation record keeping is maintained Perform quality control procedures Liaise with Deputy Director, Assistant Director, Physicists, and Oncologists, Oncology nurses, patients and relatives in ensuring maintenance of patient care standard in the division Ensure that client’s right and patient’s right as per National Patient’s Right Charter are respected and to implement National Core Standard principles Upgrading treatment protocols, policies and procedures Undertake Quality Assurance of treatment folders at Planning & Treatment machines. Do EPMD for staff in your division and other support staff in the Units Collect Treatment machines & Planning statistics as and when required. General administrative duties as allocated If in planning, make sure you adhere to protocol that patients will commence treatment at least two week after planning CT Scan If on the Treatment machines, be able to maintain the patient numbers from 35-40 per day on each Linear Accelerator.

**Applications** : All applications should be forwarded to; Addington Hospital, P O Box 977, Durban, 4000 OR dropped off in Room 9, Human Resource Department, 1st Floor, and Addington Hospital.

**For Attention** : The Human Resource Department

**Enquiries** : Mr P P Mazibuko Tel No: (031) 327 2200/ 2197

**Note** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated The application form (Z83) must
be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document (not copies of previously certified copies) The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants Faxed and e-mailed applications will NOT be accepted The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview.

CLOSING DATE : 04 October 2019
POST 34/159 : CLINICAL PROGRAMME CO-ORDINATOR-CHW CO-ORDINATOR REF NO: UMZIN 08/2019
SALARY : Grade 1: R444 276 per annum. Other Benefits 13th cheque Medical aid: Optional Homeowner’s allowance: Employee must meet prescribed requirements rural allowance on claim basis
CENTRE REQUIREMENTS : Umzinyathi Health District Office
Grade 12/ Matric certificate An appropriate B Degree/National Diploma or equivalent qualification in Nursing Plus Minimum of 7 years appropriate /recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing Current Registration with SANC Valid Driver’s License – Code 8 plus Proof of Computer Literacy: Ms Office (Word, Excel, Outlook & PowerPoint) Attach Proof of previous and/or Current Employment verified, signed and stamped by HR Department/ Employer Recommendations Experience in the CCG programme or related community work Knowledge, Skills and Competencies Required Project management Excellent management, facilitation, communication and interpersonal skills Report writing abilities Financial Management skills Empathy and counseling skills and knowledge Ability to make independent decisions Ability to prioritize issues and other work related matters and to comply with timeframes Proven initiative, decisiveness and the ability to acquire new knowledge swiftly A clear understanding of challenges facing the Public Sector.
DUTIES : Co-ordinate and manage the Community Health Worker Programme Ensure that all resources for the CHW programme are available Strengthen community mobilization with the aim of creating community involvement and participation Ensure integration of services for CHW’s with all community based programs viz Operation Sukuma Sakhe, Phila Mntwana Centers, War rooms etc Facilitate and support the Sub-Districts with the recruitment of all CHW’s with an aim of ensuring coverage of grey areas in the District Facilitate capacity building for all CHW’s and DSD fieldworkers Co-ordinate District meetings with DOH and DSD Community Care Health Workers/Fieldworkers Work with all relevant internal and external stakeholders to ensure implementation of priority programmes through the CHW program Monitor CHW targets and monitor the output at all facilities, Sub-Districts and District level Ensure that weekly facility and monthly Sub-District CHW meetings are conducted Compile monthly, quarterly and annual reports and submit to direct supervisor and Head office Ensure that verification of all CHW’s is done working closely with HR at District and Sub District Ensure that the community based model is implemented whilst providing clear direction for all CHW’s, Outreach Team Leaders and OM’s.
ENQUIRIES : Mrs S Sibiya Tel No: (034) 2999 114
APPLICATIONS : All applications should be forwarded to: The Human Resource Office, 34 Wilson Street, Umzinyathi Health District Office, Dundee, Private Bag X 2052, Dundee 3000
FOR ATTENTION : Ms. M Ngwenya
CLOSING DATE : 04 October 2019
POST 34/160 : OPERATIONAL MANAGER (MALE MEDICAL) REF NO: NKAH 05 2019
Department: Nursing Department

SALARY : Grade 1: R444 276 – R500 031 per annum. Other Benefits: 13th Cheque, Medical Aid, (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% Rural Allowance.

CENTRE : Nkandla District Hospital

REQUIREMENTS : Senior Certificate (Grade 12) Degree/National Diploma in nursing that allows registration with the SANC as a Professional Nurse and midwifery. A minimum of seven (07) years appropriate recognizable experience in Nursing after registration as professional nurse with SANC in General Nursing. Current SANC receipt (2019) Proof of current and previous working experience endorsed by Human Resource Department (Certificate of Service) Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply Knowledge, Skills, Attributes and Abilities Ability to implement National Core Standards Excellent communication skills, human relations and ability to teach and train staff within a team Ability to work and maintain meaningful relationship within a diverse community Knowledge of health and public service legislation, regulations and policies Appropriate understanding of nursing scope of practice and nursing standards Basic computer literacy to enhance service delivery Effective communication with patients, supervisors and other health professionals. Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery Knowledge of labour relations and disciplinary procedures Basic understanding of HR and financial policies and practices Planning, organising, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving, disciplinary and coordination skills.

DUTIES : Manage and monitor proper utilization of human, financial and physical resources Allocate nursing personnel in different units and implement EPMD's Deal with grievances and labour relations issues in terms of the laid down policies/procedures i.e manage workplace discipline Participate in the analysis, formulation and implementation of nursing guidelines, practices standards and procedures Develop and implement Quality Improvement Plan Implement procedures that maintain effective infection control and occupational health and safety measures in accordance with Occupational Health and Safety Legislation Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care Actively participate in the provision of nursing care to patients Coordinate and monitor the implementation of nursing of nursing plan and evaluation thereof Supervise and evaluate the treatment of common and minor conditions Maintain constructive working relationship with nursing and other stakeholders i.e. inter-professional, intersectoral and multi-disciplinary teamwork. Participate in peer review based on the agreed upon quality assurance monitoring indicators and tools Provide relevant health information to health care and rehabilitation of patients Contribute to the education and professional development of students Conduct nursing staff meetings to disseminate information such as new developments on nursing, policies, circulars, etc.

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

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

FOR ATTENTION NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's License (not copies of previously certified copies) The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form NB: Failure to comply with the above instructions will disqualify applicants Persons with disabilities should feel free to apply for the post The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal
clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview. African males are encouraged to apply.

**CLOSING DATE**: 04 October 2019

**POST 34/161**: CLINICAL PROGRAMME COORDINATOR (TRANSPLANT COORDINATOR)

**REF NO**: CLINPROGCORD (TRANSPLANT)/1/2019 (X1 POST)

Department: Nephrology Dept

**SALARY**: R444 276 Other Benefits: 13th cheque, Medical Aid: Optional and Housing Allowance: Employee to meet prescribed requirements

**CENTRE**: IALCH covering DFR

**REQUIREMENTS**: A Degree or National Diploma in the appropriate Health Science; Current Registration as a Professional Nurse with the South African Nursing Council. At least 7 years post registration experience as a Professional Nurse. Valid driver's license. Knowledge, Skills, Training And Competence Required: Basic Nursing (General Nursing) Knowledge of or experience in Critical care or Trauma Nursing or Nephrology Nursing will be an added advantage. Leadership and management, motivation of members of staff and public, team player and decision making skills. Function objectively in an emergency and stressed situation.

**DUTIES**: Identification, assessment and management of a potential cadaver donor. Coordination of cadaver harvesting and transplant. Promote organ donation in clinical and public settings. Assessment and co-ordination of live related and unrelated kidney donors within the DFR for patients in the chronic haemodialysis and peritoneal units. Continuous education of ICU and Trauma Staff on potential cadaver donor identification and referral. Provide counseling to patients and relatives regarding organ transplantation. Active involvement in the provinces transplant outreach program. Maintaining and updating the renal registry for Kwa-Zulu Natal.

**ENQUIRIES**: Ms NO Mkhize Tel No: (031) 2401063

**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**: 04 October 2019
POST 34/162 : CLINICAL PROGRAMME COORDINATOR - HAST GR1 REF NO: ILE 03/2019 (X1 POST)
Component: HIV, AID, STI, ARV & VCT

SALARY : R444 276 per annum 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), B. Degree or National Diploma in General nurse & midwifery, Current registration with SANC, a minimum of 7 years appropriate/recognizable nursing experience after registration as Professional Nurse Valid Driver's License (code 08) Report writing/CONDOM distribution/MMC) Report writing abilities, financial management skills, empathy and counseling skills, strong interpersonal, communication and presentation skills, project management skills, ability to make independent decisions, an understanding of the challenges facing the public health sector Ability to translate transformation objectives into practical plans, ability to prioritize issues and other work related matters and to comply with time frames, proven initiative, decisiveness and the ability to acquire new knowledge swiftly, computer literacy with a proficiency in MS Office Software applications NB: Proof of previous and current work experience endorsed and stamped by HR Office must be attached Recommendations: Previous work experience or training in Male Medical Circumcision N.B All successful candidates /applicants will be subject to driving competency assessment prior to appointment.

DUTIES : Ensure implementation of HIV prevention programmes in the District (High Transmission Areas/Sexually Transmitted Infections/CONDOM distribution/MMC) in line with the District Health Plan Monitor indicators which measure HIV prevention practices in the District, provide support and report on findings to district health management, Network with other provincial department and NGO’S to maintain a referral service for community members inclusive of community based services thereby supporting the broader health care provision in the District. Analyze emerging health practices and trends and introduce remedial action in conjunction with health care specialists Plan, organize and conduct community rallies and events that convey health messages and practices which support health programme strategies Facilitate the contracting and functionality of traditional MMC coordinators and contracted condom distributors Participate in activities aimed at fully integrating HIV and AIDS prevention programmes to the main stream of health care services within the district.

ENQUIRIES : Ms. TM Banda: Deputy Manager Integrated Health Service and development Tel No: (032) 4373524

APPLICATIONS : Please Forward Applications To: The Acting District Director, ILembe Health District Office, Private Bag x10620, KwaDukuza 4450

FOR ATTENTION : 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. ILE/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 : 04 October 2019
POST 34/163: RADIATION ONCOLOGY RADIOGRAPHER GRADE 1: (SPECIALTY) RADIATION ONCOLOGY DEPARTMENT REF NO: RORAD/RADONC/2019 (X1 POST)

SALARY: R395 703 per annum
CENTRE: Addington Hospital: KwaZulu-Natal
REQUIREMENTS: National Diploma/B Tech in Radiography (Therapy), Registration certificate with the Health Professions Council as a Radiographer (Therapy) Current annual fees registration renewal with HPCSA 2019/2020, In-Service applicants are required to obtain proof of SAQA verification from their Human Resource Department Updated Curriculum Vitae. Experience: Four (4) years appropriate experience after registration with the Health Profession Council of SA as a Radiographer In Radiation Oncology Department Recommendation: Competencies in IMRT and Rapid Arc would be an advantage Knowledge, Skills Training And Competencies Required: Knowledge of radiotherapy treatment and planning principles of basic and advanced techniques Operation, monitoring of maintenance, record keeping, and care of all equipment and accessories Application of radiology principles in the treatment of cancer Knowledge of Radiation Control and safety Regulation. Pattern recognition of cancer pathology relevant to the treatment field plans and placements Knowledge of departmental protocols, design and implementation of new protocols Technical problem solving skill Demonstration and teaching skills. Sound knowledge of Occupational Health and Safety Act, Infection Control and other relevant Acts

DUTIES: Undertake all areas of basic radiation treatment planning and advanced planning, preparation, graphic planning, radiation dose calculation and treatment accessory production Ensure that all planned directives in the delivery of the radiation of patient are undertaken Undertake overall responsibility for the operation, care and maintenance of all major equipment and accessories used in radiation planning and treatment Ensure there is maintenance of patient care standards in the division Undertakes and ensure that all administrative duties related to the management of the division in the department, and that radiation record keeping is maintained Perform quality control procedures Ensure that client’s right and patient’s right as per National Patient’s Right charter are respected and to implement the “Batho-Pele” Principles.

ENQUIRIES: MR P Mazibuko Tel No: (031) 327 2200
APPLICATIONS: All applications should be forwarded to: Addington Hospital, P O Box 977, Durban, 4000 OR dropped off in Room 9, Human Resource Department, 1st Floor at Addington Hospital.

FOR ATTENTION: The Human Resource Department
NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document (not copies of previously certified copies) The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants Faxed and e-mailed applications will NOT be accepted The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview.

CLOSING DATE: 04 October 2019

POST 34/164: CLINICAL NURSE PRACTITIONER (MOBILE CLINIC) GR 1 OR 2 REF NO: OTH-CHC 12/2019 (X1 POST)

SALARY: Grade 1: R383 226 per annum (OSD)
Grade 2: R471 333 per annum (OSD)
Other Benefits: 13th Cheque, 12 % rural allowance, Medical aid (optional), Housing Allowance (employee to meet prescribed requirements)

<table>
<thead>
<tr>
<th>CENTRE</th>
<th>Othobothini Community Health Centre (Jozini)</th>
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<tbody>
<tr>
<td>REQUIREMENTS</td>
<td>Senior Certificate/STD 10/ Grade12. Basic R425 qualification (diploma/ degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse and Midwife 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care accredited with SANC Proof of current registration with SANC (2019) Valid driving license C1 (Code 10) with PDP Proof of current and previous experience endorsed and stamped by HR (Certificate of Service), Grade 1: A minimum of 4 years appropriate / recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing and Midwifery. Grade 2: A minimum of 14 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing At least 10 years of the period referred to above must be appropriate recognizable experience after obtaining a 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, treatment and Care accredited with SANC the employment equity target for this post is African Male Knowledge, Skills, Attributes and Abilities: Knowledge of Nursing care and procedures Knowledge of SANC Rules and Regulations and other relevant legal Framework Knowledge of quality assurance programmes, Batho- Pele principles and patient rights charter human resource management and basic financial management skills leadership, supervisory and reporting writing skills. Good communication, counsel, interpersonal relations, conflict management, decision making and problem solving skills</td>
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<tr>
<td>DUTIES</td>
<td>Promote preventive and promotive health for clients through outreaches and OSS Ensure efficient and effective utilization and control of surgical sundries, pharmaceuticals, equipment and miscellaneous stock assist in compiling and updating of procedural guidelines identify problems and areas of improvement and communicate with the operational manager deal with grievances and labour relations issues in terms of laid down procedures/policies provide direct and indirect supervision of junior staff and give guidance for quality patient care Implement infection control standards and practices to improve quality of health care Initiate treatment and ensure evaluation of patients’ clinical conditions Participate in Health Promotion activities in the mobile points and in the community Assess in-service training needs, plan and implement training Participate in data management processes Participate in attainment of National Core Standards, realization of Ideal Clinic (ICRM), PSI and surveys on PEC and waiting times.</td>
</tr>
<tr>
<td>CLOSING DATE</td>
<td>04 October 2019</td>
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<tr>
<td>NOTE</td>
<td>Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website- <a href="http://www.kzhealth.gov.za">www.kzhealth.gov.za</a> Certified copies of ID, Std 10 certificate, educational qualifications, where experience is required a confirmation letter of relevant experience from the employer on an official letterhead (not certificate of service) must be submitted together with your CV People with disabilities should feel free to apply Applicants in possession of foreign qualifications must attach an evaluation/ verification certificate from the South African Qualifications Authority (SAQA). Reference numbers must be indicated on the space provided Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification Should you not hear from us three months after the closing date, please accept that your application was not successful.</td>
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| POST 34/165 | CLINICAL NURSE PRACTITIONER GR 1 OR 2 REF NO. OPHONDWENI CLINIC 01/2019 (X1 POST) |
| SALARY | Grade 1: R383 226 per annum (OSD) |
Grade 2: R471 333 per annum (OSD)
Other Benefits: 13TH Cheque, 12 % rural allowance, Medical aid (optional), Housing Allowance (employee to meet prescribed requirements)

CENTRE: Ophondweni Clinic (Jozini)
REQUIREMENTS: Senior Certificate / STD 10/ Grade12. Basic R425 qualification (diploma/ degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse and Midwife 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care accredited with SANC Proof of current registration with SANC (2019) Proof of current and previous experience endorsed and stamped by HR (Certificate of Service). Grade 1: A minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC in general nursing and midwifery. Grade 2: a minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC in general nursing at least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining a 1 year post basic qualification in clinical nursing science, assessment, diagnosis, treatment and care accredited with SANC Employment Equity Target is African Male knowledge, skills, attributes and abilities: Knowledge of Nursing care and procedures Knowledge of SANC Rules and Regulations and other relevant Legal Framework Knowledge of Quality Assurance programmes, Batho- Pele principles and Patient Rights Charter Human Resource Management and basic financial management skills Leadership, Supervisory and reporting writing skills Good communication, Counsel, Interpersonal relations, Conflict Management, Decision making and Problem solving skills.

DUTIES: Promote preventive and promotive health for clients in the facility. Ensure efficient and effective utilization and control of surgical sundries, pharmaceuticals, equipment and miscellaneous stock. Maintain accurate and complete patients' records according to legal requirements. Plan and organise clinic Assist in compiling and updating of procedural guidelines. Identify problems and areas of improvement and communicate with the Operational Manager. Deal with grievances and Labour Relations issues in terms of laid down procedures/policies. Provide direct and indirect supervision of junior staff and give guidance for quality patient care. Implement infection control standards and practices to improve quality of health care. Initiate treatment and ensure evaluation of patients' clinical conditions. Participate in Health Promotion activities in the clinic and in the community. Assess in-service training needs, plan and implement training. Participate in data management processes. Participate in attainment of National Core Standards, realization of Ideal Clinic (ICRM), PSI and surveys on PEC and waiting times.

ENQUIRIES: Ms N.I Mhethwa Tel No: (083) 2043264
APPLICATIONS: Please forward applications quoting reference number to: The Human Resources Manager, Othobothini CHC, Private Bag X 012, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department

NOTE: Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website- www.kzhealth.gov.za Certified copies of ID, Std 10 certificate, educational qualifications, where experience is required a confirmation letter of relevant experience from the employer on an official letterhead (not certificate of service) must be submitted together with your CV. People with disabilities should feel free to apply. Applicants in possession of foreign qualifications must attach an evaluation/ verification certificate from the South African Qualifications Authority (SAQA). Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

CLOSING DATE: 04 October 2019

POST 34/166: CLINICAL NURSE PRACTITIONER (PHC) REF NO: NKAH 06/2019 (X2 POSTS)
Department: Primary Health Care

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

CENTRE: Ndamalala Clinic
Chwezi Clinic

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

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

ENQUIRIES: Mrs. SJ Nguse Tel No: (035) 833 5047
APPLICATIONS: Applications should be directed to: The Human Resource Manager – Nkandla District Hospital, Private Bag X 102, Nkandla, 3855 OR Hand Delivered to: Human Resource Department - Nkandla District Hospital, 491 Mbathe Lane, Nkandla 3855
FOR ATTENTION: Mrs. SG Masikane
NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver’s License (not copies of previously certified copies) The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form NB: Failure to comply with the above instructions will disqualify applicants Persons with disabilities should feel free to apply for the post The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications Non- RSA
Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview. African males are encouraged to apply.

**POST 34/167**

**CLINICAL NURSE PRACTITIONER (PHC) REF NO: NKAH 07/2019 (X1 POST)**

Department: Primary Health Care: School Health Services

**REQUIREMENTS**

Senior Certificate (Grade 12) Degree/National Diploma in nursing that allows Registration with the SANC as a Professional Nurse and Midwifery. A post-basic nursing qualification, with a duration of at least one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care Knowledge. Current SANC receipt (2019). Proof of current and previous work experience endorsed and stamped by the Human Resource Department i.e (Certificate of Service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. **Grade 1**: A minimum of four (04) years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. **Grade 2**: A minimum of fourteen (14) years appropriate/recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing. At least ten (10) years of the period referred to above must be appropriate/recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care Knowledge, Skills, Attributes and Abilities. Excellent communication skills, human relations and ability to teach and train staff within a team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Appropriate understanding of nursing scope of practice and nursing standards as determined by Primary Health Care. Basic computer literacy to enhance service delivery. Effective communication with patients, supervisors and other health professionals. Ability to work as part of a multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery. Knowledge of labour relations and disciplinary procedures. Basic understanding of HR and financial policies and practices. Planning, organising, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving, disciplinary and co-ordination skills.

**DUTIES**

Provide comprehensive Primary Health Care services to all learners in their catchment population. Attend to assessment and immunisation campaign required by the Department of Health Treat, screen, educate and refer the learners accordingly. Attend to administrative duties and supervision. Conduct programmes and monthly statistics. Responsible for smooth running of the programmes in the schools.

**ENQUIRIES**

Mrs SJ Nguse Tel No: (035) 833 5047

**APPLICATIONS**

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

**FOR ATTENTION NOTE**

Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post.
appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview. African males are encouraged to apply.

CLOSING DATE: 04 October 2019

POST 34/168: CLINICAL NURSE PRACTITIONER [ARV/VCT CLINIC REF: NMH/CNP/2019 (X1 POST)]

SALARY:
Grade 1: R383 226 – R444 276 per annum Rural allowance 8%
Grade 2: R471 333 – R579 696 per annum Rural allowance 8%

CENTRE:
Niemeyer Memorial Hospital

REQUIREMENTS:
Std 10 or Grade 12 certificate. Registration with SANC as General Nurse and primary care nurse. Diploma in general and midwifery plus one year post basic qualification in clinical Nursing, health assessment treatment and care PHC plus 4 years appropriate recognizable experience as General Nurse. Proof of current and previous work experience endorsed and stamped by Human Resources. Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC on general nursing. Grade 2: Experience minimum of 14 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC on general nursing of which at least 5 years must be appropriate/recognizable experience after obtaining the post basic qualification in primary health care. Knowledge, Skills, Training And Competences Required: Nursing care processes and procedures, nursing statutes and other related legal framework. Knowledge and understanding of human right charter, Batho pele principles and labour relations act, Knowledge nursing act, act occupational health and safety act. Interpersonal skills, Leadership communication both Zulu and English skills. Decision making and problem solving skills.

DUTIES:
Provision of health promotion and disease prevention strategies. Provision of comprehensive care management and treatment for chronic care clients. Implement provider initiated counseling and testing client accessing service. Integrate PICT with index testing to testing to increase finding. Work – up eligible client in preparation for universal testing and treatment. Ability to utilize tie Net ETR system to capture generate report and assist in the development quality improvement plans. Identify and enroll clients qualifying for CCMDD Provision of clinical care management integrating women’s health TB/HIV, acute management of clients as per clinical guidelines. Integrate HAST services with PHCWBOT. Participate in the planned outreach campaigns. Participate in the stakeholder meeting including OSS. Implement efficient and cost effective utilization of resource. Provision of educational service clinical teaching training and continuous evaluation. Adhere with the DHIMS policies and guideline to achieve quality of Monitor progress and side effects of clients initiated on treatment. Conduct adherence counseling to improve viral suppression maintain quality completion of patient information on the clinical stationery. Implement patient planned visit and pre-retrieval of file to improve on waiting time and customer satisfaction. Participate in the clinical auditing of patient records. Participate in the generation and presentation of facility weekly nerve Centre reports. Participate in the establishment sustainability of adherence chronic clubs.

ENQUIRIES:
Mrs. KB Moloi Tel No: (034) 331 3011
APPLICATIONS: Should be delivered to: KwaZulu-Natal Department of Health, The Hospital CEO, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2880. Tel No: 0343313011

FOR ATTENTION: Mr. AN Mange

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

CLOSING DATE: 08 October 2019

POST 34/169: PROFESSIONAL NURSE: SPECIALTY – PAEDIATRICS REF NO: CL03/2019

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

CENTRE: Clairwood hospital

REQUIREMENTS: Grade 12, Diploma / Degree in General Nursing with Midwifery. Proof of current registration with SANC. 1 year post basic qualification in Child Nursing Science. Certificates of service endorsed by HR Department Must Be Attached. **Grade 1:** Minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing. **Grade 2:** Minimum of 14 years appropriate recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the one year post basic qualification in pediatrics.

DUTIES: Provide and manage all resources within the unit cost effectively and ensure optimal service delivery. Participate in the analysis, formulation and monitoring of objective policies and procedures including quality improvement programs. Participate in staff development using EPMDS system and other work-related programs and training. Maintain professional growth, ethical standards through the code of conduct for Public Service and Professional body. Provide direct and indirect supervision of all nursing and to give guidance. Assist in orientation, induction and monitoring of all nursing staff. Demonstrate effective communication within patients, supervisors, multi-disciplinary team and other clinicians, including report writing when required and patient’s records. Provide comprehensive holistic specialized quality nursing care to patients as a member of the multi-disciplinary team according to the identified needs within the professional legal framework. Provide support to nursing service by assistant with relief duties of the supervisors acting as junior shift leader on both day and night duty as required. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty. Encourage and support child survival programs e.g. IMCI, PMTCT, EPI, KMC. Assist Operational Manager by participating in NCS Programs.

ENQUIRIES: Mrs N Linda Tel No: (031) 451 5177
Applications may be sent to: Clairwood Hospital, Private Bag X04, Mobeni 4060 or Hand deliver: 1 Higginson Mobeni 4060

FOR ATTENTION: Human Resource Department

NOTE: The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates, the following documents must be submitted: Application for Employment form (Z83), obtainable at any Government Department or from website – www.kznhealth.gov.za. Certified copies of educational qualifications, Identity Documents, not copies of copies, Curriculum Vitae. The reference number must be indicated in the column provided on the form Z83. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months after the closing date of this advert, consider your application as unsuccessful. People with disabilities should feel free to apply for the posts. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance vetting), criminal clearance, credit records, citizenship, verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

CLOSING DATE: 04 October 2019

POST 34/170: ASSISTANT DIRECTOR: HRM REF NO: CTK 17/2019

Branch: Human Resources Management

SALARY: R376 596 per annum (Level 09) plus Other Benefits: 13th Cheque, Medical Aid and housing allowing (optional and provided the member meets the requirements).

CENTRE: Christ the King Hospital

REQUIREMENTS: Valid Grade 12/National Senior Certificate or equivalent plus An appropriate Bachelor’s Degree/National Diploma in Public Admin or Public Management OR National Diploma in Human Resource Management. Plus three (3) years supervisory Experience in HR component. Recommendation: Valid driver’s license code B, Proof of experience endorsed by HR component (not certificate of service). Knowledge, skills, training and competencies required: Knowledge of finance as well as relevant acts and regulations, Sound management, negotiation, interpersonal and problem solving skills, Good verbal and written communication skills, Good planning and organizational skills. Ability to make independent decisions. Extensive analytical skills and high levels of accuracy are required. PERSAL Knowledge.

DUTIES: Manage Human Resources Planning, Development and EPMDS in support of service delivery imperatives. Manage training needs analysis and develop training plans in respect of Human Resources. Manage Employees Health and Wellness Programme in order to enhance employee productivity, safety and morale. Manage the development, implementation and monitoring of a Human Resource Risk Management Plan in order to mitigate and eliminate risks. Manage Human Resource Provisioning and Practices in line with prevailing legislation. Prescripts and policies. Manage Labour Relations matters ensure effective employment relations. Supervise Staff and manage day to day functioning of Human Resources Department in the institution to ensure the rendering of high quality services. Ensure effective, efficient and economical utilization of resources allocated to the institution including development of staff. Develop Human Resource Plan and Employment Equity Plan for the institution and ensure that they are put into practice. Advise Managers on all aspects of Human Resource Management.

ENQUIRIES: Mrs S.W Maseko Tel No: (039) 834 7500 EXT 7505

APPLICATIONS: The Chief Executive Officer, Christ the King Hospital, Private bag X542, Ixopo, 3276 or Hand delivered to: Christ the King Hospital, Human Resource Office, Peter Hauff Drive, Ixopo, 3276

NOTE: The following documents must be submitted: (a) Application for Employment Form (Z83), which is available from any Government, Department OR the web site www.kznhealth.gov.za. Certified copies of highest educational qualifications - not
copies of certified copies Curriculum vitae, certified copy of Identity Document, Certified copies of Registration certificates, Reference number must be indicated in the column provided on the form Z83, This Department is an equal opportunity, affirmative action employer whose aim is to promote representativeness in all occupational categories in the department Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful People with disability must feel free to apply The Employment Equity target preference is African Male NB: Failure to comply with the above instructions will disqualify applicants Due to financial constraints, No S&T claims will be compensated to shortlisted candidates The appointment is subject to the positive outcome obtained from the State Security Agency to the following checks: (security checks, Credit records, qualification, citizenship and previous experience verifications).

CLOSING DATE : 07 October 2019

POST 34/171 : PROFESSIONAL NURSE: GRADE 1: GENERAL STREAM REF NO: OTH- CHC 13/2019 (X1 POST)

SALARY : R265 905 per annum (OSD). Other Benefits: 13th Cheque, 12 % rural allowance, Medical aid (optional), Housing Allowance (employee to meet prescribed requirements)

CENTRE REQUIREMENTS : Othobothini Community Health Centre (Jozini) Primary Health Care Outreach

Senior Certificate/STD 10/ Grade12 Basic R425 qualification (diploma/degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse and Midwife Proof of current registration with SANC (2019) Valid driving license C1 (Code 10) with PDP Proof of current and previous experience endorsed and stamped by HR (Certificate of Service). Recommendation: Computer skills (Microsoft Office) Knowledge, Skills, Attributes and Abilities: Knowledge of Nursing care and procedures Knowledge of SANC Rules and Regulations and other relevant Legal Framework Knowledge of Quality Assurance programmes, Batho- Pele principles and Patient Rights Charter, Human Resource Management and basic financial management skills Leadership, Supervisory and reporting writing skills Good communication, Counsel, Interpersonal relations, Conflict Management, Decision making and Problem solving skills Co-ordination and planning skills.

DUTIES : Implement and maintain clinical competence to ensure that scientific principles of nursing processes, policies, and standards are maintained Ensure control of discipline, grievance and labour relations issues in terms of laid down policies. Provide effective management and professional leadership within the outreach team Exercise control over expenditure and provision of cost effective health service delivery Actively participate in the implementation of service delivery programs and initiatives e.g Infection Prevention and Control policies, Quality Norms and Standards, Community Oriented Primary Care Demonstrate effective communication with patients, community and other members of the multidisciplinary team Categorise clients according to individual needs and act accordingly Prioritise issues and other work related matters and comply with time frames Sustain all legal prescripts as laid down by the employee. Participate in Operation Sukuma Sakhe (OSS) and community based outreach activities Organise and co-ordinate community outreach events Support outreach teams Plan and develop health promotion and disease prevention strategies and interventions Organise and plan to undertake health interventions at household and community level Participate in the provision of chronic medication to people with well controlled diseases Ensure and facilitate development of capacity in communities which promote healthy behaviour, prevent diseases and limit disability, e.g support groups and adherence clubs Plan and organise Health Promotion by addressing individual, family and community health needs. Facilitate and monitor identification of common health risks and mobilise communities to prevent prevalent diseases e.g HIV, TB, diarrhoea, hypertension, malnutrition in children, through management of Family Health Team and their activities Ensure accurate community profiling in terms of health and appropriate health action plans Adhere to data management processes and guidelines, ensuring accurate and
timely reporting for program monitoring Verify data collected by team members and compile submission to the PHC Manager.

ENQUIRIES : Ms N.I Mthethwa Tel No: (083) 2043264
APPLICATIONS : Please forward applications quoting reference number to: The Human Resources Manager, Othobothini CHC, Private Bag X 012, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.

NOTE : Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website www.kzhealth.gov.za Certified copies of ID, Std 10 certificate, educational qualifications, where experience is required a confirmation letter of relevant experience from the employer on an official letterhead (not certificate of service) must be submitted together with your CV People with disabilities should feel free to apply Applicants in possession of foreign qualifications must attach an evaluation/ verification certificate from the South African Qualifications Authority (SAQA). Reference numbers must be indicated on the space provided Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification Should you not hear from us three months after the closing date, please accept that your application was not successful.

CLOSING DATE : 04 October 2019

DEPARTMENT OF TRANSPORT

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

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

CLOSING DATE : 04 October 2019 (at 16h00) Applications received after the closing date and time will not be considered.

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

OTHER POSTS

**POST 34/172**

**DEPUTY DIRECTOR: DEMAND MANAGEMENT REF NO: P 15/2019**

Supply Chain Management Directorate

Re-advertisement

Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

**SALARY**

R733 257 per annum (all-inclusive remuneration package)

**CENTRE**

Inkosi Mlabunzima Mphumulo House, Pietermaritzburg

**REQUIREMENTS**

An appropriate recognised Bachelor’s Degree/National Diploma in Finance/SCM/Law/Public Management or Public Administration (NQF Level 6); plus A minimum of 3 years’ junior management experience in Supply Chain Management; plus Possession of a valid driver’s license (minimum Code B).Knowledge, Skills, Training & Competencies Required: Extensive knowledge of the Department’s and the Directorate’s policy, goals, mission and vision Thorough knowledge of Procurement delegations, Acts, rules and regulations Knowledge of Procurement administration processes and procedures Knowledge of BAS and relevant financial regulations, policies and procedures Knowledge of PFMA, Instruction Notes and Standard Procurement Documents Knowledge of PPPFA and PPPFA Regulations, 2017 Knowledge of CIDB Prescripts and Standard Bidding Documents Knowledge of Delegations of Authority Management skills (Plan, Organize, Lead and Control) Computer skills Communication skills – written and verbal Training skills. Problem solving and decision-making skills Financial Management skills Analytical thinking skills Policy formulation skills Adapt to change skills the ideal candidate should be an innovative thinker, be positive and responsible He/she should also have high ethical behaviour and integrity, be a team player, a problem solver and be approachable.

**DUTIES**

Research and development of procurement policy and procedures including the promotion of BEE and SMME’s and elimination of fraud/corruption errors Analyse new policies for changes from legislation and identify applicability for revision of Departmental policies Identify trends and develop strategies to reduce fraudulent activities Provide advice on procurement, Supply Chain Management policies and procedures Manage financial, human and logistical resources for the Sub-directorate Perform Tender Evaluation Committee functions and provide support to the Tender Award Committee Monitor and manage the Department’s Annual Procurement Plan and ensure timeous submission.

**ENQUIRIES FOR ATTENTION**

Mr NN Sangweni Tel No: (033) 355 8730

Mr C McDougall

NOTE

It is the intention of this Department to consider equity targets when filling this position. Shortlisted candidates may be required to undergo a competency-based test.