ANNEXURE V

PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF HEALTH

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

OTHER POSTS

POST 36/222 : HEAD CLINICAL UNIT- ORTHOPAEDICS REF NO: RKK M 22/2019 (X1 POST)

SALARY : R1 728 807 per annum (All-inclusive salary package) commuted overtime is compulsory

CENTRE : R. K Khan Hospital – Orthopaedics

REQUIREMENTS : Tertiary qualification MBCHB or equivalent plus, Current registration with Health Professions Council of South Africa as a Medical Specialist in Orthopaedics At least 3 years appropriate post registration experience as a Specialist in Orthopaedics At least 2 years management and administrative experience Experience in Paediatrics, Trauma and General Orthopaedics Proven management ability, sound communication, negotiation, planning, leadership, decision making and interpersonal skills Knowledge of legislative prescripts governing the public sector, including Labour Relations, Human Resources and Finance Management Computer literate Conflict resolution and problem solving skills Management of diversity in the workplace Presentation skills Ability to communicate at all levels

DUTIES : Overall charge ship of the Department of Orthopaedics at R K Khan Hospital Control and management of clinical services as delegated; including providing clinical services to patients Maintain satisfactory clinical, professional and ethical standards related to the services to provide effective and efficient specialist consultant care at regional level within the scope of acceptable and up to date practices in order to contribute to optimal health care Supervision of and effective utilization of medical staff in these areas Develop systems and protocols in collaboration with Heads of clinical departments to ensure timeous and effective management of referred patients Participate in Morbidity and Mortality audits and submit monthly reports to Hospital Manager Conduct, assist in, and stimulate research Participate in the undergraduate and post graduate departmental teaching programme.

ENQUIRIES : DR D Behadar Tel No: (031) 459 6001

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 Contraints- No S&T Claims or Relocation Cost to Be Paid

CLOSING DATE : 31 October 16:00 afternoon

POST 36/223 : HEAD OF CLINICAL UNIT (GRADE 1-2) (OBSTETRICS & GYNAECOLOGY) REF NO: NE 20/2019 (X1 POST)

SALARY : Grade 1: R1 728 807 – R1 834 890 per annum. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured
in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime only limited to applicable groups

**CENTRE:** Newcastle Regional Hospital

**REQUIREMENTS:**
- Matric certificate plus a tertiary qualification in Health Science (MBChB) plus Specialist Qualification in Obstetrics & Gynaecology (FCOG)
- At least three (03) years post registration experience as a Specialist in Obstetrics & Gynaecology
- Current registration with the HPCSA (2019/2020) as Specialist Registration Certificate with HPCSA as a Medical Specialist in O&G
- Knowledge, Skills, Training and Competencies required: An in-depth knowledge of the functioning of the O&G department Ability to perform appropriate specialised procedures within the field of expertise Leadership and decision-making skills Managerial and financial management skills. Problem solving and project management Sound knowledge of current Health and Public Service legislation policy Good communication skills Ability to work within a team Stress tolerance skills, innovation and drive maintain relationships Concerns of excellence, courtesy and interpersonal skills Valid Drivers' License.

**DUTIES:**
- Leadership: Accept responsibility for the administration and clinical governance of OBGYN Department to provide cost effective and appropriate maternal and gynaecology service at Regional Hospital Play a leadership role in conducting ward rounds, problem ward rounds, ground ward rounds Provision of specialist Obstetrics & Gynaecology services and outreach support services to CHC and district hospital Supervision, promote team work and development of medical staff Access to care: To perform compulsory overtime duties in line with hospital needs and must be willing to reside in the Amajuba District for a minimum of three (3) years Ensure availability of O&G specialty services 24/7 and financial risk protection to the community of Amajuba District Ensure recruitment and retention of appropriate qualified medical staff Clinical Quality Assurance: Ensure implementation and adherence to National Core Standards in O&G Ensure availability of up to date clinical guidelines, protocols Audits, morbidity and mortality reviews and quarterly reports Conduct multi-disciplinary meetings and perinatal & mortality meetings for teaching purposes Training programs for under and post graduates Post graduate O&G development and strengthening Systems: Ensure appropriate level of care, referral pathways, seamless and integrative services delivery system (Hospital-PHC & other (regional) specialities) Ensure availability of functional medical equipment appropriate to O&G services Health Information and Research: Ensure responsiveness in the use of quality health data to inform administration of the department M&E of disease profile, setting up of database for chronic conditions, conduct relevant research M&E of appropriate admissions, referrals for specialty Outcome: Improved maternal health outcomes; ensure prevention of avoidable of maternal deaths, reduction in perinatal deaths and birth asphyxia Patient Certification: Conduct certification surveys, community consultation and active participation in the development of services, waiting times, customization of services to patient needs.

**ENQUIRIES:**
Dr R. Nombayire Tel No: (034) 328 00 00

**APPLICATIONS:**
All applications should be posted to: The Recruitment Officer, Newcastle Regional Hospital, Private Bag x6653, Newcastle, 2940

**FOR ATTENTION:**
The Recruitment Officer

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

**CLOSING DATE**: 29 November 2019

**POST 36/224**: HEAD CLINICAL UNIT – RADIOLOGY REF NO: PSH 50/19

**SALARY**: Grade 1: R1 728 807 per annum (The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules) Plus 22% rural allowance and Commuted overtime

**CENTRE**

Port Shepstone Hospital

**REQUIREMENTS**

Appropriate qualification that allows registration with the Health Professions Council of South Africa as a specialist or Registration with the HPCSA as a Specialist in Radiology. Current registration with HPCSA for 2019/2020. Three (3) years post registration experience as a Specialist in Radiology. Knowledge and experience in Diagnostic Radiology. Ability to teach and supervise junior staff. Quality Management (improvement, assurance, audits, etc.) Leadership, people management, problem solving, decision making and communications skills. General Management Skills: Human Resources, Finance, Operations, Strategy, Marketing. Knowledge of relevant protocols, policies, legislation and guidelines

**DUTIES**

Participate in on-going provision of radiological services in Port Shepstone hospital and other Ugu district health facilities. Provide Supervision to Medical Officers and Specialists in the department. Perform, interpret and report radiological procedures and studies. Provide expert opinion where required on radiological studies. Training and supervision of the medical officer working in radiology department. Participate in interdepartmental academic meetings. Participate in quality improvement programs and clinical audit activities in the department. Maintain professional and ethical standards. Provide after hour care in accordance with the commuted overtime contract. Must be willing to reside in the UGU District

**ENQUIRIES**

Dr. PB Dlamini Tel No: (039) 688 6000/6147

**APPLICATIONS**

Applications should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone 4240

**FOR ATTENTION**

Mr. ZM Zulu

**NOTE**

Application for employment (Z83) Certified copy of Identity document Certified copy of Matric, MBCHB qualification. Certified copy of Radiology Specialist qualification/equivalent certified copy of HPCSA Registration as a Specialist. Proof of payment of HPCSA annual fees or relevant Certificate. Detailed Curriculum vitae. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verification

**CLOSING DATE**: 25 October 2019

**POST 36/225**: CLINICAL MANAGER (OBSTETRICS AND GYNAECOLOGY) REF NO: COSH 10/2019

**SALARY**: R1 173 900 per annum, 22 % Rural Allowance, Commuted Overtime (conditions apply)

**CENTRE**

Church of Scotland Hospital

**REQUIREMENTS**

Senior Certificate/Matric or Grade 12, MBCHB Degree or equivalent qualification. Current registration with HPCSA as a Medical Practitioner. At least
5 years’ experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner of which 1 year must have been spent in O&G department Valid driver’s license code EB NB Proof of experience endorsed and stamped by Human Resource Knowledge of health legislation and policies at public institution Communication and leadership skills. Sound knowledge and clinical skills Ability to develop policies Sound knowledge of Obstetrics and Gynaecology Computer literacy, sound negotiation, planning, organizing, decision making and conflict management skills Knowledge of ESMOE Good team building and problem solver Knowledge of medical disciplines and management skills, knowledge and experience in District Health System Management of Obstetrics and Gynaecology inpatients Provide the management support and supervision to all medical officers in maternity ward and theatre Support continuous professional development by information seminars and scheduling external meetings Chair monthly perinatal and mortality in absence of the chairperson Ensure provision of protocols and guidelines to doctors Participate to quality improvement plans Ensure continuous monitoring of perinatal and mortality meetings through clinical audits Perform overtime when need arises Provide an after hour emergency Obstetrics and Gynae services Ensure the running Antenatal and Gynae out Patient clinic Manage the work in labour ward and Theatre Participate in Academic activities of the Department and teaching of junior staff Contribute to the running of the obstetrics services in the community referral clinics Work as a part of team providing district hospital based Obstetrics and Gynaecology services under consultant guidance, support CHC and clinics referring to Obstetrics and Gynaecology department.

ENQUIRIES
Dr T Kabwe: Tel No: (033) 4931000 Ext 4026

APPLICATIONS
Please forward/deliver applications quoting the reference number to The Human Resource Department, Church of Scotland Hospital, R33 Dundee Main Road, Tugela Ferry, 3010, Postal Address: Private Bag X 502, Tugela Ferry, 3010

FOR ATTENTION
Mrs N.P Sithole

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 complete 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 posts Applicants in possession of a foreign qualification must attach evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications None – RSA Citizens/Permanent Resident/Work Permit holders must submit a documentary proof together with their applications This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department The appointment is subject to positive outcome obtained from the NIA to the following checks; security clearance, credit records, qualification, citizenship and previous experience verifications Failure to comply with the aforementioned instructions will result to your application being disqualified Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful.

CLOSING DATE: 25 October 2019 (Late applications will not be accepted)

POST 36/226: CLINICAL MANAGER (MEDICAL MANAGER) REF NO: CTK18/2019
Medical component

SALARY: R1 173 900 (all inclusive package plus 18% in hospitable allowance) commuted overtime (subject to approval)

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 Valid driver's license (code B or C1), Proof of current and previous experience endorsed and stamped by HR component or certificate of service Knowledge, skills, training and competencies required: Knowledge of legislative prescripts governing the Public Service Knowledge of and experience in General Administration, Patient Administration and
Information Systems
Knowledge of relevant acts and regulations inclusive of Patient Fees Manual
Understanding of Information Technology systems.
Knowledge of Health and Safety and Quality Assurance Management.

**DUTIES**

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

**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 website www.kznhealth.gov.za (b) 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**

25 October 2019

**POST 36/227**

**MEDICAL SPECIALIST: GRADE 1/2/3: REF NO: HRM 52/2019 (X1 POST)**

**Directorate:** Dept. Of Orthopaedics

**SALARY**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Salary Range</th>
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<tbody>
<tr>
<td>Grade 1</td>
<td>R1 106 040 – R1 173 900 per annum (All inclusive salary package) excluding overtime</td>
</tr>
<tr>
<td>Grade 2</td>
<td>R1 264 623 – R1 342 230 per annum (All inclusive package) excluding overtime</td>
</tr>
<tr>
<td>Grade 3</td>
<td>R1 467 651.00 – R1 834 890 per annum (All inclusive package) excluding overtime</td>
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**CENTRE**

King Edward VIII Hospital (KEH)

**REQUIREMENTS**

MBCHB degree or equivalent plus registration certificate with the HPCSA as a Medical Specialist plus current registration with HPCSA as a Medical Specialist (2019/2020). **Grade 1:** None to less than 5 years actual experience after registration with the HPCSA as a Medical Specialist. **Grade 2:** 5 years to less than 10 years actual experience after registration with the HPCSA as an Independent Medical Practitioner. **Grade 3:** 10 years actual experience as a Medical specialist after registration with HPSA. Recommendation: Computer
Literacy, Paediatric orthopaedic experience Knowledge, Skills, Training And
Competencies Required: Sound clinical and surgical knowledge and
experience in the Orthopedics surgery, knowledge of current Health and Public
Service legislation, regulations and policy including medical ethics,
epidemiology and statistics, good communication, leadership, decision-making
and clinical skills, ability to teach doctors, students and participate in continuing
professional development

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

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

NOTE
Directions To Candidates: 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 This Hospital is an equal
opportunity, affirmative action employer whose aim is to p
romote
representatively in all levels of all occupational categories in the Hospital
Person with disabilities and African males are encouraged to apply Please note
that other race groups are also not restricted from applying) Please Note That
Due To Financ
ial Constraints, There Will Be No Payment Of S&T Claims.

CLOSING DATE
25 October 2019

POST 36/228
MEDICAL SPECIALIST GRADE 1/2/3 (OBSTETRICS & GYNAECOLOGY)
REF NO: PSH 51/19 (X2 POSTS)

SALARY
Grade 1: R1 106 040 per annum
Grade 2: R1 264 623 per annum
Grade 3: R1 467 651 per annum
(The all-inclusive remuneration package consists of 70% basic salary and 30%
flexible portion that may be structured in terms of the applicable rules) Other
Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime
(conditions applies)

CENTRE
Port Shepstone Regional Hospital

REQUIREMENTS
Grade 1: Senior certificate, an appropriate qualification that allow registration
with HPCSA as a Medical Specialist in Obstetric & Gynae, Registration
certificate with the HPCSA as a Medical Specialist in Obstetric & Gynae,
Current HPCSA Registration card 2019 2020 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 HPCSA as a Specialist in Obstetric & Gynae Grade 2 An
appropriate qualification that allow registration with HPCSA as a Medical
Specialist in Obstetric & Gynaecology, Registration with the HPCSA as a Medical Specialist in Obstetric & Gynaecology, Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Obstetric & Gynaecology, Proof of experience endorsed and stamped by Human Resource Office must be attached to the application Grade 3

An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Obstetric & Gynaecology, Registration with the HPCSA as a Medical Specialist in Obstetric & Gynaecology, Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Obstetric & Gynaecology, Proof of experience endorsed and stamped by Human Resource Office must be attached to the application.

Knowledge, Skills, Training And Competencies

Clinical knowledge, competency and skills in Obstetrics and Gynaecology department
Sound knowledge of medical ethics
Good communication skills, leadership and decision making qualities
Ability to diagnose common medical problems
Knowledge of current Health and Public Service Legislation, regulations and Policies
Concern for excellence.

DUTIES:

Provide Obstetrics and Gynaecology services in designation area of responsibility within accepted guidelines and protocols
Perform, interpret and report Obstetrics and Gynaecology procedures and studies.
Active participation in continuing medical education programs
Participate in the Quality Improvement Program in the department
Participate in clinical audit activities within the department
Maintain clinical, professional and ethical standards related to Obstetrics and Gynaecology services rendered
Participate in undergraduate teaching of Obstetrics and Gynaecology.

ENQUIRIES:

DR IL Popov
Tel No: (039) 6097 or
Dr P B Dlamini
Tel No: (039) 6886000

APPLICATIONS:

Applications should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone 4240

FOR ATTENTION:

Mr ZM Zulu

NOTE:

Directions To Candidates: Application for employment (Z83) Certified copy of Identity document
Certified copy of Matric, MBChB qualification
Certified copy of Specialist qualification/equivalent
Certified copy of HPCSA Registration as a Specialist
Proof of payment of HPCSA annual fees or relevant Certificate
Detailed Curriculum vitae: Application form (Z83) and C.V with certified copies of ID, educational qualifications
Please note that due to financial constraints, there will be no payment of S&T Claims
The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks: (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC)
The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verification

CLOSING DATE:

25 October 2019 at 16h00

POST 36/229:

MEDICAL SPECIALIST: GRADE 1, 2 OR 3 – ANAESTHETICS
REF NO: PSH 52/19 (X1 POST)

SALARY:

Grade 1: R 1 106 040 per annum
Grade 2: R 1 264 623 per annum
Grade 3: R 1 467 651 per annum

The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules
Other Benefits: 22% of basic salary: Rural Allowance & Commuted Overtime (conditions applies)

CENTRE:

Port Shepstone Hospital

REQUIREMENTS:

Senior certificate, MBChB degree & FCA
An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Anaesthetics, Registration certificate with the HPCSA as a Medical Specialist in Anaesthetics
Current HPCSA Registration card 2019/2020
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 HPCSA as a Specialist in Anaesthetics

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 HPCSA as a Specialist
Grade 2: Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in
Anaesthetics
Proof of experience endorsed and stamped by Human Resource Office must be attached to the application. Grade 3: Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Anaesthetics.

Proof of experience endorsed and stamped by Human Resource Office must be attached to the application.

Grade 3: Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Anaesthetics.

Proof of experience endorsed and stamped by Human Resource Office must be attached to the application.

Sound management and clinical skills
Knowledge of relevant acts, policies and regulations of the Department of Health
Ability to develop policies and guidelines
Knowledge of health information systems
Good verbal and written communication skills
Ability to teach and supervise staff at all levels

Sound knowledge of medical ethics

DUTIES:
Supervise and monitor patient care in ICU and Operating theatre
Assist with the development of a Regional ICU and Operating theatre
Develop clinical audits and quality improvement programmes
Be responsible for teaching medical students, paramedical staff, nursing staff, registrars and medical officers assist in sustaining a DA and Registrar teaching programme

Deputize HCU

ENQUIRIES:
Dr VL Moses Tel No: (039) 688 6000 or Dr P B Dlamini Tel No: (039) 688 6000

APPLICATIONS:
Application should be submitted for attention: Human Resource Manager, Port Shepstone Regional Hospital, P/Bag X 5706, Port Shepstone, 4240

FOR ATTENTION:
Mr ZM Zulu

APPLICATIONS:
Application should be submitted for attention: Human Resource Manager, Port Shepstone Regional Hospital, P/Bag X 5706, Port Shepstone, 4240

NOTE:
Directions To Candidates: Application for employment (Z83) Certified copy of Identity document
Certified copy of Matric, MBChB qualification
Certified copy of Specialist qualification/equivalent certified copy of HPCSA Registration as a Specialist
Proof of payment of HPCSA annual fees or relevant Certificate
Detailed Curriculum vitae NB: Application form (Z83) and C.V with certified copies of ID, educational qualifications
Please note that due to financial constraints, there will be no payment of S&T Claims
The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks: (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). The appointment is subject to positive outcome obtained from the NIA to the following checks: (security clearance, credit records, qualification, citizenship and previous experience employment verification)

CLOSING DATE:
25 October 2019 at 16h00

POST 36/230:
MEDICAL SPECIALIST GRADE 1, 2 & 3 (PAEDIATRICS & NEONATOLOGY) REF NO: PSH 54/19 (X1 POST)

SALARY:
Grade 1: R1 106 040 per annum
Grade 2: R1 264 623 per annum
Grade 3: R1 467 651 per annum

The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules

Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions applies)

CENTRE:
Port Shepstone Hospital

REQUIREMENTS:
Senior certificate
MBChB degree
Registration certificate with the HPCSA as a Medical Specialist in Paediatrics
Current HPCSA Registration card
2019 – 2020 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 HPCSA as a Specialist in Paediatrics

Grade 1: No Experience required

Grade 2: Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Paediatrics

Grade 3: Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Paediatrics

Proof of experience endorsed and stamped by Human Resource O
Sound knowledge and appropriate experience in all aspect of Paediatrics & Neonatology
Ability to teach and supervise junior staff
Good administration, leadership, decision making and communication skills
Ability to work in a team
Sound knowledge of medical ethics
Knowledge of Health and Labour legislation
Capacity to build and maintain relationships
Cross cultural awareness

DUTIES:
Participate in on-going provision of Paediatrics & Neonatology services in Port Shepstone hospital and other Ugu district health facilities
Provide specialist expert opinion where required
Promote and participate in outreach programmes in the feeder district hospitals and CHCs

Training and supervision
of the medical officer and other staff categories. Participate in interdepartmental academic meetings. Participate in quality improvement programs and clinical audit activities in the department. Provide after hour service in accordance with commuted overtime contract. Control and manage the Paediatrics services as delegated. Maintain professional and ethical standards. Assist head of clinical unit in Paediatrics regarding administrative matters. Maintenance and gathering of statistics e.g. CHIP. Provision of an adequate regional referral services.

ENQUIRIES: Dr PB Dlamini Tel No: (039) 688 6147 or Dr I Moodley or Dr N Nair 039 688 6000

APPLICATIONS: Applications should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone 4240

FOR ATTENTION: Mr. ZM Zulu

NOTE: Directions to candidates: application for employment (Z83). Certified copy of Identity document. Certified copy of Matric, MBChB qualification. Certified copy of specialist qualification/equivalent certified copy of HPCSA registration as a specialist proof of payment of HPCSA annual fees or relevant Certificate. Detailed Curriculum vitae. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks: criminal clearance, credit records, and citizenship. Verification of Educational Qualifications by SAQA. Verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE: 25 October 2019

POST 36/231: MEDICAL SPECIALIST GRADE 1, 2 OR 3 – INTERNAL MEDICINE REF NO: PSH 55/19 (X1 POST)

SALARY: Grade 1: R 1 106 040 per annum
Grade 2: R 1 264 623 per annum
Grade 3: R 1 467 651 per annum
The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules. Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions applies)

CENTRE: Port Shepstone Hospital

REQUIREMENTS: For the Post Matric, MBCHB or equivalent, FCP (SA) OR equivalent Plus Registration certificate as a Specialist with the HPCSA Plus Current registration with HPCSA (2019/2020). Grade 1: No Experience required. Grade 2: Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Internal Medicine. Grade 3: Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Internal Medicine. Proof of experience endorsed and stamped by Human Resource Office must be attached to the application. Knowledge, skills and experience must have knowledge of being able to provide cost effective and appropriate internal medicine service at a regional hospital. Must be skilled in a broad range of internal medicine clinical procedures. Be able to supervise medical registrars, medical officers and interns for a career in internal medicine. Should also have general management experience, human resources, labour relations etc. Excellent decision making, problem solving, leadership and mentorship skills. Sound medical ethics. Good communication skills and computer literacy. Ability to work as part of a multidisciplinary team.


ENQUIRIES: Dr PB Dlamini Tel No: (039) 688 6147 or Dr B. Bangani Tel No: (039) 688 6000
Applications should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone 4240 Mr. ZM Zulu

Directions To Candidates: Application for employment (Z83). Certified copy of Identity document. Certified copy of Matric, MBChB qualification. Certified copy of Specialist qualification/equivalent. Certified copy of HPCSA Registration as a Specialist Proof of payment of HPCSA annual fees or relevant Certificate Detailed Curriculum vitae. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE: 25 October 2019

POST 36/232: MEDICAL SPECIALIST GRADE 1/2/3 (OPHTHALMOLOGY) REF NO: PSH 56/19

SALARY
Grade 1: R1 106 040 per annum
Grade 2: R1 264 623 per annum
Grade 3: R1 467 651 per annum
(The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules) Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions apply)

CENTRE: Port Shepstone Regional Hospital

REQUIREMENTS
Senior certificate An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Ophthalmology Registration certificate with the HPCSA as a Medical Specialist in Ophthalmology Current HPCSA Registration card 2019 2020 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 HPCSA as a Specialist in Ophthalmology Grade 2 Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Ophthalmology Grade 3 Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Ophthalmology Proof of experience endorsed and stamped by Human Resource Office must be attached to the application knowledge, skills and experience Broad sound knowledge and experience in ophthalmology Ability to teach and supervise junior staff Good management and administrative skills and research principles Good communication, decision making, problem solving, leadership and mentoring skills. Knowledge of relevant acts, regulations and policies in regard to medical ethics

DUTIES
Provide a specialist ophthalmology service to Port Shepstone Hospital and the whole of Ugu District Control and manage these services as delegated Maintain clinical, professional and ethical standards related to these services Provide after hour care in accordance with the commuted overtime contract Provide expert opinion where required to consult with specialist ophthalmic procedures Assist with the supervision, support, training and development of medical officers and interns. Participate in the departmental academic programme Ensure correct management through implementation of quality standard and practice Conduct and assist research

ENQUIRIES
Dr PB Dlamini Tel No: (039) 688 6147 or Dr M Panajatovic Tel No: (039) 688 6044

APPLICATIONS: Applications should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, and Port Shepstone 4240

FOR ATTENTION NOTE: Directions To Candidates: Application for employment (Z83). Certified copy of Identity document. Certified copy of Matric, MBChB qualification. Certified copy of Specialist qualification/equivalent. Certified copy of HPCSA Registration as a Specialist Proof of payment of HPCSA annual fees or relevant Certificate Detailed Curriculum vitae. NB: Please note that due to financial constraints,
there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verification.

**CLOSING DATE**: 25 October 2019

**POST 36/233**: MEDICAL SPECIALIST – CLINICAL GOVERNANCE REF NO: MEDSPECCLINGOV/1/2019

**Department**: Medical Management

**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 Degree plus Current registration with the Health Professions Council of South Africa as Specialist in Public Health extensive knowledge of hospital functioning will be an added advantage. Experience Salary Grade 1: Not applicable 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 Health Professional Council of South Africa as a Specialist in Public Health Salary Grade 2: Five (5) years appropriate experience as a Medical Specialist after registration with the HPCSA as a Specialist in Public Health Salary Grade 3 Ten (10) years appropriate experience as a Medical Specialist after registration with HPCSA as a Specialist in Public Health.

**DUTIES**:
- Reporting to the Medical Manager
- You will be: Required to assist with the clinical governance of the domains within the hospital. Co-ordination with Clinical Heads of Department for the efficient and effective clinical service delivery through clinical audits which includes mortality and morbidity reviews, record and service reviews. Monitoring of adverse event Ensuring adherence, in the domains, to entry and exit criteria ensuring the development and use of clinical protocols, guidelines and indicators ensuring that medical staff in the domains comply with HR Management and Financial Management policies
- Ensuring that the operational plan of the hospital is implemented within the medical component of each domain.

**ENQUIRIES**:
- Dr LP Mtshali Tel No: (031) 2401124

**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**: 25 October 2019
MEDICAL SPECIALIST POSTS (GRADE 1-3) (OBSTETRICS & GYNAECOLOGY) REF NO: NE 19/2019 (X2 POSTS)

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

The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime only limited to applicable groups.

CENTRE:
Newcastle Regional Hospital

REQUIREMENTS:
Matric certificate plus a basic qualification of MBChB plus Specialist Qualification in Obstetrics & Gynaecology (FCOG) Current registration with the HPCSA (2019/2020) as a Medical Specialist Registration Certificate with HPCSA as a Medical Specialist (O&G) Proof of current and previous work experience endorsed by Supervisor Experience:

Grade 1: Appropriate qualification (FCOG) plus registration with the HPCSA as a Medical Specialist in (Obstetrics & Gynaecology) Registrars who have completed their training may apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the HPCSA Medical Specialist

Grade 2: Appropriate qualification (FCOG), registration certificate, plus Five (5) years' experience after registration with the HPCSA as a Medical Specialist in (O&G) Knowledge, Skills, Training and Competencies required: - Good knowledge of clinical procedures and protocols relating to Obstetrics & Gynaecology Specialist O&G surgical and colposcopy skills Good communication skills and interpersonal skills Avoid the exploitation of professional relationships for personal gain. A concern for quality Cross cultural awareness

DUTIES:
Strengthen and deliver Neonatal clinical services in the Department of Obstetrics & Gynaecology at Newcastle Regional Hospital Assist with the Obstetrics & Gynaecology services coordination between levels of care. Assist in quality improvement activities including clinical audit, data management, monitoring and evaluation and regular reporting on key indicators related to Obstetrics & Gynaecology burden of disease Actively participate in the academic under- and post-graduate Obstetrics & Gynaecology training program (including clinic teaching) Perform and supervise Obstetrics & Gynaecology operational research activities in the Speciality Department Perform overtime as required in the Specialty Department Participate in the academic and teaching programme and meetings in the Obstetrics & Gynaecology Department Participate in the Multi-disciplinary team discussions in the unit Responsibility for care of patients in the out-patient and in-patient setting Provide outreach to PHC's, CHC's and District Hospitals.

ENQUIRIES:
Dr R Nombayiire Tel No: (034) 328 0000

APPLICATIONS:
All applications should be posted to: The Recruitment Officer, Newcastle Regional Hospital, Private Bag x6653, Newcastle, 2940

FOR ATTENTION:
The Recruitment Officer

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

CLOSING DATE: 29 November 2019

POST 36/235: CHIEF EXECUTIVE OFFICER MSELENI HOSPITAL REF NO: G78/2019

SALARY: R869 007 per annum (Level 12) (An all-Inclusive MMS Salary Package)

CENTRE: District Health Services

REQUIREMENTS:
A degree/advanced diploma in a health related field, registration with relevant professional council; Plus A degree/diploma in health management OR a degree/advanced diploma in a management field Plus At least (five) years management experience in the health sector Experience as a health service manager or significant experience in management in a health service environment Unendorsed valid Code B driver's license (Code 08): All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview competencies:

Knowledge: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, programme and project management, financial management change management people management and empowerment Progress Competencies: Service delivery innovation, knowledge management, problem solving and analysis, communication, client orientation and customer focus.

DUTIES:
To plan, direct co-ordinate and manage the efficient and delivery of clinical and administrative support services through working with the key executive management team at the hospital within the legal and regulatory framework, to represent the hospital authoritatively at provincial and public forums, to provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans Financial Management: Maximise revenue through collection of all income due to the Hospital, ensure that adequate policies, systems and procedure are in place to enable prudent management of financial resources, planning of financial resource mobilisation, monitoring and evaluation, asset and risk management. Facility Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to ensure planning and timeous maintenance of facilities and equipment Human Resource Management: Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources, promote a safe and healthy working environment through compliance with relevant legislation including occupation health and safety committees. Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a cost effective timely manner Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Responsible for corporate governance inclusive of infrastructure planning and maintenance as well as occupational health and safety, manage the institution's risk to ensure optimal achievement of health outcomes.

ENQUIRIES:
Ms MP Themba Tel No: (035) 572 1300

APPLICATIONS:
All applications should be forwarded to: The District Manager: Mkhanyakude District Office: KZN Department of Health, Private Bag X026, Jozini, 3969 OR Hand delivered to: Jozini Main Street, Opposite the Post Office, Jozini.

FOR ATTENTION:
Mrs NW Mdhluli Tel No: (035) 572 1327

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

CLOSING DATE : 25 October 2019

POST 36/236 : DEPUTY NURSING MANAGER REF NO: EST/11/2019

SALARY : R843 618 per annum13th Cheque, Medical Aid (Optional) Home Owner Allowance 8% rural allowance (Employee must meet the prescribed requirement)

CENTRE : Estcourt District Hospital

REQUIREMENTS :
- Senior Certificate (Grade 12) or equivalent plus A Degree/Diploma in Nursing leading to registration with SANC as a General nurse and midwife A minimum of 9 year appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and midwifery At least 4 years of the period referred to must be appropriate/recognizable experience at Management level Certificate of service from previous employers is compulsory, please include verification of employment from current employer , which must be endorsed and signed by Human Resource Applications in possession of foreign qualification must attach the evaluation certificate from the SAQA to their application recommendation: computer literacy, valid driver’s license knowledge, skills, training, and competencies: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as: Nursing Act, Health Act, Skills Development Act, public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Patient’s Right’s, Batho Pele Principles Leadership, management, planning, Organizing, decision making, delegate, problem solving, discipline, control, Effective Co-ordination skills, mentorship and report writing skills. Clinical competencies and policy formulation skills Knowledge of nursing care delivery approach Good verbal and writing communication skills. Mentorship and supervisory skills. Computer literacy Knowledge and understanding of Human Resource and Financial practices Knowledge of strategic planning. Knowledge of National Core Standards & ideal hospital, clinical Governance.

DUTIES :
- Provide a leadership strategic direction with Nursing services Component Strategic leadership, delegate, supervise & coordinate the provision of effective and patient care through adequate nursing care To execute duties and functions with proficient, in support of aims and strategic objectives of the institution and of the Department of Health Knowledge of nursing care processes, procedures, nursing status and other relevant legal framework such as: Nursing Act, Health Act, Skills Development Act, public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Patient’s Right’s, Batho Pele Principles Leadership, management, planning, Organizing, decision making, delegate, problem solving, discipline, control, Effective Co-ordination skills, mentorship and report writing skills. Clinical competencies and policy formulation skills Knowledge of nursing care delivery approach Good verbal and writing communication skills. Mentorship and supervisory skills. Computer literacy Knowledge and understanding of Human Resource and Financial practices Knowledge of strategic planning. Knowledge of National Core Standards & ideal hospital, clinical Governance.
ensuring effective, efficient and economical service delivery through a disciplinary approach Develop/establish and maintain constructive working relationship between nursing staff & other stakeholders (i.e inter-professional, inter-sectoral & multidisciplinary teamwork) Formulate and implement the nursing Policies, Guidelines, Practices, Standards & Procedure and processes. Assist in minimizing patients and public complaints & PSI

ENQUIRIES : Mr. M.P Bekenya Tel No: (036) 342 -7040
APPLICATION : should be forwarded to: The Human Resource Manager Estcourt District Hospital Private Bag X 7058 Estcourt 3310
CLOSING DATE : 25 October 2019
POST 36/237 : MEDICAL OFFICER (ORTHO PAEDICS) (GRADE 1-3) REF NO: MAD 37/2019 (X2 POSTS)

SALARY :
Grade 1: R821 205 – R884 670 per annum
Grade 2: R983 964 – R1 026 693 per annum
Grade 3: R1 089 693 – R1 362 366 per annum
The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime only limited to applicable groups

CENTRE : Madadeni Provincial Hospital
REQUIREMENTS :
A basic qualification of MBChB plus Current (2019) registration with the HPCSA. Registration Certificate with HPCSA as a Medical Practitioner. Proof of current and previous work experience endorsed by HR (Certificate of Service) Experience: Medical Officer Grade 1: No experience required from South African qualified employees One (1) year relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 2: Five (5) years’ relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner Six (6) years’ relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 3: Ten (10) years’ relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner. Eleven (11) years’ relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign-qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge, Skills, Training and Competencies required: - Sound knowledge of clinical and patient management skills, human resource management, information management and quality assurance programs. Current health and public service legislation, regulation and medical ethics. Good communication skills.

DUTIES :
Clinical and administration duties/responsibilities for the respective section Implement quality standards and practices and practices and treatment protocols to ensure correct and effective management of patient. Examination, diagnosis and treatment of patients in Orthopaedic OPD, Orthopaedic clinic and wards To identify health care needs and communicate these to seniors for development of policies, methods and procedures. Facilitation of staff training and on-going medical education After- hours participation in call rosters Active involvement in the pre-operative assessment of patients Assist senior doctors during operations Active participation in handling of minor orthopaedic procedures.

ENQUIRIES : Dr SPB Khetsi Tel No: (034) 328 8000
APPLICATIONS : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag x6642, Newcastle, 2940
FOR ATTENTION : The Recruitment Officer
NOTE : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za The
application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and Identity document – not copies of certified copies. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non –RSA Citizens /Permanent Residents/Work permits holders must submit documentary proof together with their Applications Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.

CLOSING DATE : 04 November 2019

POST 36/238 : MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 36/2019
Emergency Medicine 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, Grade 1: No working experience, Grade 2: A minimum of 5 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, Grade 3: A minimum of 10 years appropriate experience as a Medical Practitioner after registration with the HPCSA as Medical Practitioner and proof of working experience endorsed by Human Resource Department, Sound clinical skills, 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 S.R Garach Tel No: (035) 901 7245

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

FOR ATTENTION : Mr M.P Zungu
NOTE : 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 complete 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
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 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**: 25 October 2019 (Late applications will not be accepted)

**POST 36/239**: ASSISTANT NURSING MANAGER (PHC)

**SALARY**: R641 991 per annum

**CENTRE**: Estcourt District Hospital 13th Cheque, Medical Aid (Optional) Home Owner Allowance 8% rural allowance (Employee must meet the prescribed requirement).

**REQUIREMENTS**: Senior Certificate (Grade 12) A Degree/Diploma in General Nursing with midwifery Post basic qualification in Primary Health Care Current registration with SANC as a Professional Nurse A minimum of 10 years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. At least 6 years of the period referred above must be appropriate/recognizable experience after obtaining 1 year post basic qualification in the relevant specialty. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Certificate of Service signed by Human Resource Manager. Recommendation: Computer Skills; Power point, Outlook Skills Knowledge, Skills, Training, And Competencies: Nursing care processes and procedures, nursing statutes, and other relevant legal framework such as Nursing Act, Occupational Health and Safety, Patient Right Chatter, Batho Pele Principle, Public Service regulations, Labor Relations act, Health Act and all relevant Health Acts and Policies Planning, Leading, Decision making and problem solving. Financial and budgetary knowledge pertaining to the resources under management. Insight into procedure and policies pertaining to nursing care. Team building and interpersonal relations. Good communication skills.

**DUTIES**: Strategically lead and supervise PHC Service to provide quality care within the catchment area. Manage and supervise all PHC units involving all stakeholders. Ensure facilitation of an integrated planning and implementation of all services/programs aligning to those of the Department Analyse operational imperatives set in the National PHC Package, Nationals norms and Standards, Provincial Strategic plans, Policies and regulations for implementation and for better outcome. Ensure that nurses are practicing in realization of legislative policies and practices as according to SANC, Professional and ethical practices. Ensure that all priority programs are implemented. Facilitate community involvement and engagement. Facilitate Data Management. Be in a position to operate under pressure/extended hours.

**ENQUIRIES**: Mr M.P Bekenya Tel No: (036) 342 -7040

**APPLICATIONS**: should be forwarded to: The Human Resource Manager Estcourt District Hospital Private Bag X 7058 Estcourt 3310

**CLOSING DATE**: 25 October 2019

**POST 36/240**: ASSISTANT MANAGER NURSING (SPECIALTY): OBSTETRICS, GYNAECOLOGY AND PAEDIATRICS REF NO: SAP 09/2019

**SALARY**: R614 991 – R692 166 per annum Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Housing allowance (employee must meet minimum requirements)

**CENTRE**: ST Apollinaris Hospital

**REQUIREMENTS**: Senior Certificate (Grade 12) or equivalent qualification Plus; Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the “South African Nursing Council” (SANC) as a Professional Nurse and Midwifery
A post basic nursing qualification, with duration of at least one (01) year accredited with the SANC i.e. advance midwifery Minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing At least six (06) years of period referred to above must be appropriate/recognizable in the specific specialty after obtaining the one (01) year post basic qualification in Advanced Midwifery At least three (03) years of the period referred to above must be appropriate/recognizable experience at Management Level Certificates of Registration with the SANC Proof of current registration with the SANC (2019).Proof of work experience from previous and current employers endorsed and stamped by Human Resource must be attached Skills: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as Nursing Act, Health Act, Occupational Health and Safety Act Patient's Rights Charter, Batho-Pele Principles Sound knowledge and skills in implementing disciplinary code and procedure, grievance procedure Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework Good interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Knowledge of financial and budgetary prescripts and processes pertaining to the relevant resources under management Insight in to public health sector strategies and priorities including the nursing strategy, standards procedures and policies pertaining to nursing care, computer skills in basic programs.

**DUTIES**: Provide effective management and professional leadership in the specialized units. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles nursing and clinical governance are implemented Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with EPMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students Monitor implementation of EPMDS Disaster management, monitor implementation of NCS and interpret its impact on service delivery Co-ordinate and participate in health promotion activities and monitor and evaluation of data Demonstrate basic computer literacy as a support tool to enhance service delivery.

**ENQUIRIES**: Miss TE Kumalo at Tel No: (039) 833 8000/8117

**APPLICATIONS**: Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x206, Creighton, 3263 . Hand delivered applications may be submitted to Human Resource Section, St Apollinaris Hospital or be dropped in the application box at Security Department on or before the closing date before 16:00.

**FOR ATTENTION**: Human Resources Section

**NOTE**: Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV (experience must be comprehensively detailed) and certified copies of qualification certificates plus registration certificates Certificate of service endorsed by Human Resources Certified copy of Identity Document No faxed or e-mailed applications will be considered The Department reserves the right not to fill the post after advertisement Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants in possession of foreign qualifications 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 “People with disabilities should feel free to apply” He target group in terms of employment equity for post advertised is an African male The Department will not be liable where applicants use incorrect/no reference numbers on their applications Short-listed candidates will not be compensated for S & T claims
CLOSING DATE : 25 October 2019

POST 36/241 : OPERATIONAL MANAGER NURSING REF NO: EMS/12/2019
Re-advertise those who apply before may re-apply.

SALARY : R562 800 per annum (other benefits: Medical Aid (Optional) 13th Cheque, Housing Allowance (Employee must meet prescribed requirements) plus 08% Rural Allowance.

CENTRE : Emmaus Gateway Clinic

REQUIREMENTS :
Degree/Diploma in General Nursing, Midwifery Plus 01 year Post Basic Qualification in Primary Health Care or Community Nursing Science with specialization in Clinical Nursing Science, Health Assessment, Treatment and care Registration with SANC as a General Nurse and Primary Health Care Nurse/Community Health Nurse with specialization in Clinical Nursing Science, Health Assessment, treatment and Care A minimum of 9 years appropriate/recognizable experience in nursing as a Professional Nurse with SANC in General nursing of which at least 5 years must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in Primary Health Care Nurse/Community Health Nurse with specialization in Clinical Nursing Science, Health Assessment, Treatment and Care Current SANC receipt Driver’s license.

REQUIREMENTS :
Computer literacy knowledge & skills knowledge of Nursing care process and procedures and other relevant Legal Frameworks Leadership, organizational decision making and problem solving abilities Interpersonal skills including public relations, team building negotiating, conflict handling and counselling skills Financial and budgetary knowledge pertaining to relevant resources under management Insight into procedures and policies pertaining to nursing care Computer skills in basic programs.

DUTIES :
provision of quality comprehensive community health care Provision of administrative services, plan and organize the mobiles, involvement with community meetings and committees, Information Management (Statistics), financial planning and indirect control of expenditure, up to date with knowledge of appropriate legislation, regulations and departmental policies. Provision of clinical services, administrate and control all clinical support services, effective crisis management, continuous evaluation of nursing care and nursing services Provision of educational services Ensure sound Labour Relations aspects e.g disciplinary actions, absenteeism management, abscondment procedure Ensure implementation of EPMDS Identify and manage staff development needs Manage and monitor the use of equipment and machinery Give verbal or written feedback/report to the PHC manager and or Deputy Nursing Manager as required.

ENQUIRES :
Ms PPJ van der Plank, Tel No: (036) 488 1570 (ext 8204)

APPLICATIONS :
Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340 Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

FOR ATTENTION :
Ms A.N Ngubane

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

CLOSING DATE : 25 October 2019 at 16:00

POST 36/242 : OPERATIONAL MANAGER NURSING: PHC REF NO: EGUM 16/2019 (X1 POST)

SALARY : R562 800 – R633 432 per annum Plus 13th cheque/service bonus plus Rural allowance 8% plus Home owners allowances. Employee must meet prescribed requirements plus Medical Aid (Optional)
CENTRE: E G & Usher Memorial Hospital – Gateway Clinic

REQUIREMENTS: Degree/Diploma in General nursing plus 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and care Current Registration with SANC as a General Nurse with Midwifery (2019 receipt) A minimum of 9 years appropriate/recognize experience in nursing after registration as a Professional nurse with the SANC Five (5) years of the period referred to above, must be appropriate/recognized experience after obtaining a 1 year post basic qualification in Clinical Nursing Science, Assessment, Diagnosis, treatment and care NB: Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached Recommendation: Training certificate on Nurse initiated and management of ART (Nimart) Possession of driver's licence code B or C1 Knowledge, skills, training and competence required: Knowledge of Nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, Occupational Health and Safety Act, Public Service Regulations, Labour Relations Act, disciplinary code and procedures, grievance procedures etc Knowledge of SANC rules and Regulations and other relevant Legal Framework Knowledge of Quality Assurance programmes, Batho Pele principles and Patient Rights Charter Insight into procedures and policies pertaining to nursing care Human Resource Management and basic financial management skills Leadership organisational, supervisory and report writing skill Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills Computer skills in basic programmes.

DUTIES: Monitor provision of quality and comprehensive primary health care package, ICSM in the clinic Assist in planning, organizing and monitoring of objectives of the specialized unit Manage all resources within the unit effectively and efficiently to ensure optimum service delivery Ability to plan and organize own work and that of support personnel to ensure proper nursing care Display a concern for patients, promoting and advocating proper treatment and care including participating actively in Operation Sukuma Programme Work as part of the multidisciplinary team to ensure good service delivery care. Demonstrate effective communication with patients, colleagues, community and multidisciplinary team Monitor safe patient service and improve client satisfaction in the clinic Participate in the attainment of National Core Standards status Contribute to the ideal Clinic realization and maintenance (ICRM) status Participate in the analysis and formation of nursing policies and procedures Provide direct and indirect supervision of all staff within the unit and give guidance Demonstrate an understanding of Human Resource and Financial Management Policies and procedures Monitor and evaluate the care and management of all patients through clinical audits Monitor implementation of PHC Re-Engineering in the clinic, including ICDM Monitor implementation and performance on indicators on daily, weekly and monthly basis, provide feedback to management, analyze data and draw up quality improvement plan and implementation plan Exercise control of discipline and any other Labour Related issues in terms of laid down procedures Ensure complaint management is functional in the Clinic Ensure functionality of the Clinic committee so that community involvement and participation is achieved.

ENQUIRIES: MS N.B Dladla Tel No: (039) 797 8100

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

FOR ATTENTION: Human Resource Department

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

**CLOSING DATE**: 25 October 2019 at 16H00 afternoon

**POST 36/243**: ASSISTANT MANAGER NURSING (MONITORING AND EVALUATION)  
**REF NO**: EMS/15/2019

**SALARY**: R562 800 per annum, other benefits: Plus 13th Cheque, housing allowance (provided the incumbent meets the requirements) Employee must meet prescribed requirements and Medical Aid-optional.

**CENTRE**: Emmaus Hospital

**REQUIREMENTS**: Senior Certificate STD 10/Grade 12, Diploma/Degree in General Nursing and Midwifery. Current Registration with South African Nursing Council as a registered General Nurse and Midwifery. Minimum of 8 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at a management level. Valid Driver’s license. Proof of computer literacy. Proof of current and previous work experience endorsed by your HR (Certificate of service). NB: Proof of current and previous work experience endorsed and stamped by the Human Resource Department must be attached. Recommendation: Experience in quality assurance, Planning, Monitoring and Evaluation experience in a Health Care environment will be an added advantage. Knowledge & skills; Leadership, Management, planning, organization and coordination skills. Knowledge of relevant acts, prescripts, policies and procedures governing health care service delivery, especially medical and surgical in depth knowledge of monitoring and evaluation and legislative framework. Data management and ability to analyze and interpret complex information system. Quality Assurance and infection and Prevention and Control Guidelines and Principles. Understanding of HR policies and staff relations knowledge of DHMIS policy and relevant information system. Strong leadership, planning and organization skills. Project management, financial management coupled with decision making and problem solving skills. Ability to work independently and under pressure. High level communication skills both written and verbal. Human resources management and computer skills. Advanced facilitation skills to manage consultation. Problem solving. Decision making skills. Knowledge of DHMIS policy, SOP and relevant information system. Have an ability to prioritize issues and other work related matters in order to comply with times frames. Set Knowledge of M&E Principles.

**DUTIES**: Administer and facilitate the implementation of an integrated monitoring and evaluation framework fully aligned to National, Provincial, and departmental performance reporting requirements. Co-ordinate the drawing of institutional plans which are aligned to annual performance plan. Analyze data obtained from source and other management information system against indicators with a view to develop reliable performance profiles for verification and publishing of the 202 prescribe performance and other reports. Ensure planning, monitoring and evaluation support to all departments in the institution including clinics. Develop budget estimates for the planning, monitoring, and evaluation unit as well as efficient management of resources allocated to the planning M&E unit. Ensure implementation of the total quality management framework and compliance to National Core Standards, IHRM, and ICRM.
compliance to legislative prescripts in all units within the facility jurisdiction

Working towards a clean audit Co-ordinate staff training and initiatives for ensuring service excellence Oversee Quality and Infection Prevention and Control issues Ensure good governance within the facility Compile all performance reports and update profile for the sub district and make presentations to all stakeholders and governance structures.

ENQUIRES : Mrs M.A.N Mzizi, Tel No: (036) 488 1570 (ext. 8203)
APPLICATIONS : Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340 Hand delivered applications may be submitted at Human Resource Registry (Ms A.N Ngubane) Emmaus Hospital.

FOR ATTENTION : Human Resource Manager
NOTE : Application should be submitted on form Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive detailed CV and certified copies of qualification certificates, service certificate including ID and (certified copies of certificates should not be older than three months)

No faxed or e-mailed applications will be considered Applications received after the closing date and those that do not comply with the requirements will not be considered It is the applicant’s responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA) The successful candidate will be subjected to personnel suitability checks and other vetting procedures If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful NB: No Subsistence And Travelling Allowance Will Be Paid For Interview Attendance.

CLOSING DATE : 25 October 2019 at 16:00
POST 36/244 : PRIMARY HEALTH CARE SUPERVISOR REF NO: EMS/11/2019
Re-advertise those who apply before may re-apply

SALARY : R562 800 per annum (other benefits: Medical Aid (Optional) 13th Cheque, Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.
CENTRE : Emmaus Hospital

REQUIREMENTS : Senior Certificate (Grade 12)/equivalent Degree/Diploma in General Nursing, midwifery Plus 1 year post basic qualification in Primary Health Care. Current Registration (2019) with S.A.N.C A minimum of 9 year appropriate/recognizable experience in nursing as a Professional Nurse with SANC in general nursing of which at least 5 years must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in Primary Health Care Nurse Proof of experience endorsed by Human Resource Office (certificate of service) Driver’s license (code 8/10) knowledge & skills: SANC Rules, regulations and scope of practice Good interpersonal and communication skills Supervisory and analytic thinking skills Sound knowledge of nursing procedures, management and supervision Ability to formulate patient care related policies & Display advocacy skills caring and willingness to respond to patient’s needs Work as part of multidisciplinary team for proper referral. Sound knowledge of labour Relation.

DUTIES : Monitor and evaluate performance of primary health care service and system within the designated services area in line with public health indicators, set norms, standards and targets with a view to report thereon and to initiate correction action timeously Analyze health policies and programs imperative with a view to develop customized implementation strategies to guide the primary health care services provides in the services towards complying with stated, standards and targets Identify transversal primary health care and systems barriers including emerging health trends in the service with a view to ensure corrective action at appropriate levels Ensure an integrated approach with implantation of various primary health care programs to provides a seamless services delivery platform including the prioritizing of needs within the services area and the allocated of resources accordingly Ensure and monitor that primary health care services within designation services area are provided with adequate support by multidisciplinary teams attached to the clinic as well as from shared corporate service provides attached to the mother institution Ensure the effective and efficient utilization of allocation resource, including the development of staff, budgetary, procurement planning inputs and maintenance of prescribed information management systems Supervise and monitor clinical competence of staff and ensure that scientific principles of
nursing care are implemented. Review policies and monitor clinical competence of staff and ensure adherence to current legislation and nursing practices. Maintain appropriate effective primary health care nursing care based on current legislation, standards guidelines and scientific nursing principles. Conduct patient satisfaction survey and waiting times for the clinic. Ensure adequate control and allocation of Human and Material resources. Be involved and assist other members in the clinical management of clients. Monitor and audit compliance with norms and standards, clinical protocols and good practice elements to identify risk to communities, individuals and Department. Ensure adverse events reporting as per protocol. Ensure staff develop and implement quality improvement plans, infection prevention and control and ensure that all other relevant standards are met. Monitor PHC outcomes services on a monthly basis to renew performance. Monitor the implementation of all priority programs. Ensure verification and validation of data before its sent off to the next level. Monitor the progress made on audit finding.

ENQUIRIES: Ms D.Z. Hlongwane Tel No: (036) 488 1570 (ext 8312)
APPLICATIONS: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.
FOR ATTENTION: Human Resource Manager
NOTE: Application should be submitted on form Z83 obtainable from any Public Service Department and should be accompanied by a CV and certified copies of qualification certificates, service certificate including ID and driver’s license (certified copies of certificates should not be older than three months). No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant’s responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No Subsistence And Travelling Allowance Will Be Paid For Interview Attendance.
CLOSING DATE: 18 October 2019 at 16:00
POST 36/245: OPERATIONAL MANAGER: PHC SUPERVISORS: PRIMARY HEALTH CARE STREAM: IMPENDLE AND RICHMOND SUB-DISTRICT REF NO: UMG01/20/19 (X1 POST)

SALARY: R562 800 – R633 432 per annum. Plus 8% Rural allowance. Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional (Employee must meet prescribed conditions).

CENTRE: Umgungundlovu District Office

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


DUTIES: Ensure implementation of operational imperatives set by the District as per Health policies and programmes. Ensure provision of quality health care services. Provide contextual planning, monitoring and evaluation. Coordinate service area to ensure a primary health approach within the whole area. Facilitate and advocate for the required resources for service delivery including staff development. Ensure cost effective and appropriate use of resources. Ensure appropriate implementation of Batho Pele principles. Ensure development, implementation and evaluation of EPMDs in line with departmental prescripts. Manage and support education, in-service training, and practice development initiatives in the facilities. Professional growth, ethical standards and participation in training and research. Overseer.
disciplinary and grievance matters including monitoring and managing absenteeism. Implement consequence management for non-compliance. Ensure quality data management at facility and sub-district level. Maintain inter-sectoral collaboration with other government structures through Operation Sukuma Sakhe. Activities. Provide supervision to PHC clinics and units serving a community. Participate in Primary Health Care Sub –District Meetings. Deputize Assistant Manager Nursing and take over his/her responsibilities in absence.

ENQUIRIES:
Mrs NA Mbana Tel No: (033) 395 4340

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

FOR ATTENTION:
Human Resource Department

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

CLOSING DATE:
25 October 2019

POST 36/246:
ULTRASOUND RADIOGRAPHER - GRADE 1, 2 AND 3 REF NO: PMMH ULTR/RAD/06/2019 (X1 POST)

SALARY:
Grade 1: R395 703 - R452 445 per annum
Grade 2: R466 119 - R532 959 per annum
Grade 3: R549 066 – R591 510 per annum
Other Benefits: Home Owner Allowance (conditions apply); 13th Cheque (conditions apply) and Medical Aid (Optional) Inhospitable Area Allowance (12 % of basic salary)

CENTRE:
Prince Mshiyeni Memorial Hospital

REQUIREMENTS:
Appropriate qualification that allows for the required registration with the HPCSA in ultrasound radiography. Certificate of Registration with Health Professional Council of South Africa (HPCSA) in Ultrasound Radiography. Current registration confirmation/annual practice with HPCSA - Grade 01 (Experience) Four (04) years appropriate experience after registration with the Health Professional Council of South Africa (HPCSA) as Diagnostic Radiographer Grade 2 (Experience) Fourteen (14) years appropriate experience after registration with the Health Professional Council of South Africa (HPCSA) as Diagnostic Radiographer, of which ten (10) years must be after registration in Ultrasound Radiography Grade 3 (Experience) Twenty four (24) years appropriate experience after registration with the Health Professional Council of South Africa (HPCSA) as a Diagnostic Radiographer, of which twenty (20) years must be after registration in Ultrasound Radiography. Please provide all your certificate of service from previous and current employer endorsed and stamped by HR department knowledge, skills training and competencies required: Excellent knowledge of high risk obstetrics and gynecology, general, small parts, vascular, musculoskeletal scanning techniques, protocols and procedures. Sound knowledge of diagnostic radiography procedures and imaging, including computerized radiography (CR). Knowledge of radiographic procedures, equipment and accessories associated with relevant techniques. Sound knowledge of radiation control regulations; safety measures and policies. Knowledge of Occupational Health and Safety and other relevant Acts, policies and regulations. Knowledge of basic Quality Assurance procedures in diagnostic radiography. Ability to
perform and record basic quality assurance tests as per Radiation Control Directorate Sound communication, interpersonal and problem solving skills.

**DUTIES**

Provide a high quality ultrasound service in keeping with Woman and Child status of the hospital: gynecological scans with complicated pathology, Pediatric and detailed obstetric anomaly scans Provide correct interpretation of all ultrasound scans; compile comprehensive reports as required in working environment Provide a high quality diagnostic service according to patient’s needs, while adhering to safe radiation protection standards Execute all clinical procedures competently with computed radiography whilst adhering to protocols and practices and techniques and prevent complications Inspect and utilize equipment professionally to ensure that they comply with safety standards Perform Quality Assurance tests and procedures as agreed in the department Participate in a 24 hour roster system which includes nights, weekends, public holidays and standby duties Promote good health practices and ensure optimal care of the patients Provide assistance, supervision and training to junior staff and students Play an active role in the implementation of quality improvement programmes and National Core Standard and Ideal Hospital

**ENQUIRIES**

MS B Gcaza Tel No: (031) 907 8208/8287

**APPLICATIONS**

to be forwarded to: The Deputy Director: HRMS Prince Mshiyeni Memorial Hospital; Private Bag X 07; Mboneni; 4060

**FOR ATTENTION**

Mr Vm Phewa

**CLOSING DATE**

25 October 2019

**POST 36/247**

RADIATION ONCOLOGY RADIOGRAPHER (RADIO THERAPIST) REF NO: RADIOONCO RAD/2/2019 (X5 POSTS)

Department: Radiation Oncology

**SALARY**

Grade 1: R395 703 per annum, Plus 13th cheque, Medical Aid - Optional & Housing Allowance: Employee must meet prescribed requirements.

Grade 2: R466 119 per annum Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirements

Grade 3: R549 066 per annum Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirements.

**CENTRE**

EThekwini Oncology complex (Inkosi Albert Luthuli Central Hospital and Addington Hospital)

**REQUIREMENTS**

Diploma or Bachelor degree in Radiography. Current registration with the Health Professions Council of South Africa as a Radiographer (Radiotherapy Oncology) Four (4) years ‘appropriate experience after registration with Health Profession Council of South Africa (HPCSA) as Diagnostic Radiographer Experience: Grade 1: Four (4) years ‘appropriate experience after registration with Health Profession Council of South Africa (HPCSA) as Diagnostic Radiographer Applicants with a four (4) year Radiography speciality qualification (not in possession of Diagnostic Radiography qualification) who do not have experience as Diagnostic Radiographer may apply and will be appointed as Diagnostic Radiographer and will be paid a Diagnostic Radiographer salary Current Community Service workers can apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa as Radiation Oncology Radiographer Grade 2: Minimum 14 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer of which 10 years must be after registration as a Radiation Oncology Radiographer Grade 3: Minimum 24 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer of which 20yrs must be after registration as a Radiation Oncology Radiographer Knowledge, Skills, Training And Competences Required: Knowledge of radiotherapy standard techniques, dose protocols, equipment and accessories associated with relevant techniques and including specialised techniques. Knowledge of basic quality assurance in Radiotherapy, radiation effects & Radiation protection on patients Anatomy vs. tumor treatment vs. effects on physiology care patterns for patients Taking and evaluating of Portal images/C.T scans and MRI scans for treatment planning purposes Knowledge of Radiotherapy Planning Good interpersonal skills and basic supervisory skills Must have the ability to perform effectively in a team Knowledge of basic patient care

**DUTIES**

Undertake all basic radiation planning and treatment preparation including the tumor localisation, graphic planning, radiation dose calculation and the necessary data preparation needed for treatment accessory construction

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Undertake Brachytherapy Planning and treatment procedure Liaise with the Physicist, Oncologist, Oncology nurses, relatives and the patient Safely operate, care and construct accessories and immobilization devices used in the planning and treatment of the patient Dosimetry checks done before delivery of treatment Ensure accurate records kept of the course of Radiotherapy treatment delivered Serve as Health and Safety Representative Provide afterhours duties and rotate between Inkosi Albert Luthuli Central Hospital Radiotherapy department and Addington Hospital Radiotherapy department when needed.

ENQUIRIES : Ms T.Hlengwa Tel No: (031) 2401857

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 : 25 October 2019

POST 36/248 : PROFESSIONAL NURSE SPECIALTY NURSING ORTHOPAEDICS-OUT PATIENTS DEPARTMENT: REF NO: PN SPEC ORTHO 8/2019 (X1 POST)

SALARY : Grade 1: R383 226 - R444 276 per annum Other Benefits: 13th cheque, medical aid (optional), 8% rural allowance, housing allowance: employee must meet the prescribed requirements
Grade 2: R471 333 - R579 696 per annum Other Benefits: 13th cheque, medical aid (optional), 8% rural allowance, and housing allowance: employee must meet the prescribed requirements.

CENTRE : Eshowe District Hospital

REQUIREMENTS : Senior certificate (Grade 12) Degree/Diploma in General Nursing and Medical & Surgical Nursing Science-Orthopaedic Nursing Current Registration with South African Nursing Council as a General Nurse Diploma in Medical & Surgical Nursing Science-Orthopaedic Nursing, with duration of at least 1 year, accredited with the South African Nursing Council. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management Experience Grade 1: Minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in General Nursing and Medical & Surgical Nursing Science-Orthopaedic Nursing Experience Grade 2: Minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in General Nursing and Medical & Surgical Nursing Science-Orthopaedic Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific speciality after obtaining the 1-year post basic qualification in Medical & Surgical Nursing Science-Orthopaedic Nursing. Knowledge, skills, training and competencies required: Knowledge of public services acts, regulations and policies. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with client/patients, supervisors and other clinicians, including report writing when required. Work as part of a multi-
disciplinary team to ensure good nursing care. Work effectively co-operatively
amicably with persons of diverse intellectual, cultural, racial or religious
differences. Able to plan and organize own work and that of support personnel
to ensure proper nursing care. Display a concern for patients, promoting and
advocating Knowledge and experience in implementation of Batho Pele
principles, patient’s right charter and code of conduct Knowledge on SANC
rules and regulations. Proper treatment and care including awareness and
willingness to respond to patient’s needs, requirements and expectations
(Batho Pele).

DUTIES:
Oversee and co-ordinate the integration of Orthopaedic services in the Out
Patient Departments. Manage people suffering from musculoskeletal
malfunctions and diseases. Work as a team leader and oversee Out Patient
Department in the absence of the Operational Manager or when the need
arises. Implement a comprehensive nursing care plan/program for the
promotion of health, self-care treatment and rehabilitation of patients.
Implement standards, practices, criteria and indicators for quality nursing
(quality of practice). Create and maintain a complete and accurate nursing
record for individual health care users. Audit clinical records by analysing data
Participate in health promotion and illness prevention initiatives. Maintain a plan
to improve the quality of nursing and health care. Practice nursing and health
care in accordance with the laws and regulations relevant to nursing and health
care. Maintain a constructive working relationship with nursing and other
stakeholders. Utilize human, material and physical resources efficiently and
effectively to assist in Employee Performance Management Developments
System (EPMDS) of staff and implement Employee Assistance Program.

ENQUIRIES:
Nursing Manager: Dr Fn Dube Tel No: (035) 4734500

APPLICATIONS:
Direct your application quoting the relevant reference number to: The Chief
Executive Officer Eshowe District Hospital, Private Bag X504 Eshowe, 3815.
Hand delivered applications may be submitted to the Human Resource
Section, Eshowe District Hospital, before 16H00 on or before the closing date.

FOR ATTENTION:
Mrs GZ Dube: Human Resource Manager

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

CLOSING DATE:
25 October 2019

POST 36/249:
PROFESSIONAL NURSE SPECIALITY (ADVANCED MIDWIFERY) REF
NO: GJC 10/2019 (X2 POSTS)

SALARY:
R383 226 per annum. Other Benefits: 13th cheque, Rural allowance 12% of
annual salary, Home owners allowance (employee must meet prescribed
requirements), Medical Aid (Optional).

CENTRE:
GJ Crookes Hospital

REQUIREMENTS:
Grade 12 (senior certificate) Current SANC receipt (2019) Diploma/Degree in
General nursing and midwifery plus 1 year post basic qualification in Advanced
Midwifery and neonatal nursing science. Current registration with SANC as a
General Nurse and Advanced Midwife. A minimum of 4 years
appropriate/recognizable experience in nursing after registration as
Professional Nurse with SANC in General Nursing, Midwifery. Knowledge:
Knowledge of Nursing Care processes and procedures, nursing statutes and
other relevant legal framework such as Nursing Act, Mental Health Act, Occupational Health and safety Act, Batho Pele Principles, Patients' Rights Charter, Labour Relations Act Leadership, organizational skills, decision making skills and problem solving skills Good communication and interpersonal skills Basic computer skills.

**DUTIES**

Co-ordinate optimal, holistic, specialized nursing care with set standards and within a professional/legal framework. Ensure that CARMMA strategy, Saving Mothers and Saving Babies Recommendations are implemented. Diagnose and manage obstetric emergencies in the absence of a doctor. Identify high risk clients during ante-partum and post-partum periods manage and refer accordingly. Complete patient related data, partake in PPIP and sub-district perinatal meeting Implement National Core Standards and Ideal Hospital realisation guidelines and standard operational plans. Implement strategies and standards operational plans for Infection Prevention and Control Monitor and report. Patient safety incidents e.g needle stick injuries, patient complains etc. Assist in planning and co-ordination of training and promote learning opportunities for all nursing categories i.e on the job training. Ensure and monitor the availability and optimum utilization of all resources. Assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Demonstrate an in-depth understanding of legislation and related ethical nursing practices and how this impact on service delivery.

**ENQUIRIES**

Ms PT Mkhize Tel No: (039) 978 7019

**APPLICATIONS**

Should be posted to: The Acting Human Resource Manager, GJ Crookes Hospital, Private Bag X5501, Scottburgh, 4180

**FOR ATTENTION**

Mr JL Majola

**NOTE**

Application for Employment Form (form Z83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za Certified copies of educational qualifications – not copies of certified copies, curriculum vitae, certified copy of Identity Document, certified copy of driving licence. The reference number must be indicated in the column provided on the Z83. The appointment is subject to the positive outcome obtained from the NIA to the following checks: (security checks, Credit records, qualification, citizenship and previous experience verifications) Please note that due to the large number of applications received, applications will not be acknowledged, however, please be informed that if no notification of appointment is made within three months of the closing date applicants should accept that their application was unsuccessful.

**CLOSING DATE**

25 October 2019 at 16h00

**SALARY**

R383 226 per annum (other benefits: Medical Aid (Optional) 13th Cheque, Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.

**CENTRE**

Emmaus Hospital

**REQUIREMENTS**

Senior Certificate Grade 12/STD 10, Diploma/Degree in General Nursing or equivalent qualification that follows for registration with the SANC as a Professional Nurse A Post Basic Nursing qualification, with duration of at least one year, accredited with a SANC in Occupational Health or a B Tech Degree or Diploma accredited with SANC A minimum of 4 years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. Proof of current registration with SANC (2019) receipt Proof of previous and current work experience (certificates of Service) endorsed and stamped by HR Office must be attached Certificate of Service must also attached Recommendation unendorsed, valid driver’s license (Code B or C1) Computer Literacy: Ms Office applications Certificates must be attached Knowledge & Skills: Knowledge of Nursing care processes and procedures, Nursing statutes and other relevant Legal Framework Sound knowledge of Occupational Health and Safety Act, Compensation of Injuries and Diseases Act and the latest Employee Framework for the Service Knowledge of Basic Human Resource and Financial management Ability to formulate Occupational Health Related policies and procedures Ability to demonstrate good insight of policies and procedure

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pertaining to occupational and employee health wellness Problem solving skills Ability to communicate both verbal and in writing Computer Literacy on Basic Microsoft Software package Knowledge of Batho Pele Principles and norms and standards Knowledge of Pharmaceutical Management Knowledge of provincial and national Act Policies Knowledge of Infection Control, risk and waste management Excellent communication, leadership, supervisory, report writing skills

DUTIES: Co-ordinate HIV, AIDS, and TB Management Sub-programme in context of prevention treatment care and support, management of human and legal right to justice and monitoring, research and surveillance Operationalize Health and Productivity Management Sub-programme in the context of health and productivity, Disease Management, chronic illness, mental health, temporal incapacity leave, ill-health promotion work as part of a multidisciplinary team to ensure quality of care, including working cooperatively with employees of diverse social, religious and cultural backgrounds Development of presentation for orientation and induction programme Champion, promote and advocate proper treatment and care, including employees health and wellness campaigns so as to respond to the needs of employees. Conduct Disease profiles amongst employees and develop quality improvement plan, policies and procedures and ensure their timeous implementation Conduct Occupational health audits in line with the occupational health and safety Act 85 of 1993 and relevant legislation and protocol. Co-ordinates establishment if a multi-disciplinary HIV, AIDS, TB< health and productivity Make contribution to Management Sub-Committee as a platform for reflecting on the employee health and wellness issues Compile and capture IOD cases on relevant for me, including compiling of IOD statistics to ensure reporting to Compensation Commissioners office and the Department of Labour Maintain accurate staff records, identify and investigate occupational health diseases and compile statistics and submit report to the hospital management and District Office Develop Occupational health business plan in line with institutions plans and manage, plan, monitor Evaluate and review the utilization of resource as an Occupational Health Practitioner Provide risk assessment to employees Provide optimal, holistic nursing care with set of standards and professional/legal framework Compile statistics and submit reports.

ENQUIRES: Ms PPJ van der Plank, Tel No: (0360 488 1570 (ext 8204)

APPLICATIONS: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340 Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

FOR ATTENTION: Ms A.N Ngubane

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

CLOSING DATE: 25 October 2019 at 16:00

POST 36/251: CLINICAL NURSE PRACTITIONER OR PROFESSIONAL NURSE (SCHOOL HEALTH) GRADE 1, 2 REF NO: NGWE 72/2019: PHC: SCHOOL HEALTH

SALARY: Grade 1: R383 226 – R444 276 per annum Grade 2: R471 333 – R579 696 per annum Plus 8% Rural Allowance, 13th Cheque, Housing Allowance and Medical Aid Subsidy (Employee must meet the prescribed requirements)

CENTRE: Ngwelezana Tertiary Hospital

REQUIREMENTS: Diploma/Degree in General Nursing that allows registration with SANC as a Profession Nurse, One year post basic qualification in Primary Health Care
Nursing or Advance Midwifery, Registration with the SANC as a Professional Nurse, A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing,

**Grade 2**: A minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and at least 10 years of this period must be appropriate/recognizable experience in Primary Health Care or Maternal Care after obtaining post basic qualification in Primary Health Care Nursing or Advance Midwifery Attach proof of working experience endorsed by Human Resource Department/Employer

**Ability to prioritize issues and other work related matters in order to comply with regulations and guidelines and high level of accuracy Adherence to scope of practice as defined by SANC**

**DUTIES**
- Co-ordinate optimal holistic specialized primary health nursing care to patients as member of the multidisciplinary team Maintain accreditation standards by ensuring compliance with National Norms and Standards Planning and organizing own work and that of support personnel to ensure proper nursing care. Ensure that the clinic complies with Infection Prevention and Control as well as Occupational Health and Safety policies Strengthen ethics and professionalism Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient’s needs and expectations according to Batho Pele Principles Provide safe and therapeutic environment for patients, staff and public Ensure optimal utilization of human and material resources Participate in staff development using EPMD System and other work related programmes and training Work extended hours or on call system when required Coordinate school health activities as indicated in school health policy Planning of campaigns and awareness’s according to identified school needs Ensure implementation of DHMIS policy and SOP.

**ENQUIRIES**
- Ms BJ 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, 1st Floor 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 complete 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**
- 25 October 2019 (Late applications will not be accepted)

**POST 36/252**
- **ASSISTANT DIRECTOR: SYSTEMS MANAGEMENT REF NO: CTK15/2019**

**CENTRE**
- Christ the King Hospital

**REQUIREMENTS**
- Senior certificate/grade 12, MBCHB Degree qualification, Registration with the HPCSA as a Medical Practitioner Proof of current registration as a Medical Practitioner with HPCSA A minimum of 6 years’ experience after registration

**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)
DUTIES: Provide the management, support and supervision to all medical staff, pharmacy services and allied health professional services. Provide optimal health care by utilizing SMART key result Areas in carrying out the objective of the department. Formulate policies and procedures for medical services and ensure that they are in accordance with the current statutory regulations and guidelines. Ensure the provision of protocols and guidelines to Doctors. Provision of quality care, assisting team members with quality assurance, quality improvement projects, mobility and mortality reviews, monthly audits development of clinical guidelines, policies as per specialty Participate in quality improvement Programmes. Ensure the provision of outreach services. Formulate strategic plans in keeping with the requirements of the hospital Ensure control monitoring of the hospital budget Maintain discipline in relevant departments Ensure continuous monitoring of morbidity and mortality through clinical audits Provision of quality advanced comprehensive community health care through provision of preventative, curative and rehabilitative services Provision of administrative services Overtime is compulsory

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 (b) 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: 25 October 2019

POST 36/253: PROFessional Nurse- SPECIALTY: PRIMARY HEALTH CARE STREAM REF NO: TAYLORS CLINIC: UMG01/26/19

SALARY: Grade 1: R362 559 – R420 318 per annum Plus 8% rural allowance Grade 2: R445 917 – R548 436 per annum Plus 8% Rural allowance Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional [Employee must meet prescribed conditions.

CENTRE REQUIREMENTS: Umngungundlovu Health District Minimum Requirements: Senior Certificate or equivalent Degree/Diploma in General Nursing plus One (1) year post basic qualification in Advanced Midwifery Current registration with SANC as General Nurse and relevant specialty (2019 receipt) Grade1: A minimum of 4 years appropriate/recognizable experience as a General Nurse and 1 year in the Speciality (Advanced Midwifery) Grade2: Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing At least 10 years of the period referred to above must be appropriate/recognizable experience in the
specialty after obtaining the one year post basic qualification in the relevant Speciality Proof of current and previous work experience endorsed by the employer must be attached Knowledge, Skills, Training And Competencies Required:- Demonstrate understanding of Nursing legislation and related legal and ethical nursing practices within Primary Health Care environment, demonstrate a basic understanding of HR and financial policies and practice Good communication skills Good interpersonal skills Team building and supervisory skills.

**DUTIES**: Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a primary health care facility Able to plan and organize own work and that of support personnel to ensure proper nursing care Work as part of the multi-disciplinary team to ensure good nursing care at primary health care level Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work effectively, co-operatively and amiably with persons of diverse intellectual, cultural, racial or religious differences Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patients’ needs and expectations according to Batho Pele Principles. Promote quality of nursing care as directed by standards at primary health care facilities Diagnose and manage obstetric emergencies in the absence of a doctor i.e Eclampsia, APH etc Identify high risk clients during ante-partum and post-partum periods manage them or refer them according to policy Develop mission and vision and objectives for obstetric unit Develop, implement and review obstetric policies and procedures. Facilitate facility perinatal Mortality review or meetings Know South African Nursing Council rules and regulations pertaining to obstetrics The incumbent will be expected to work overtime and extended hours.

**ENQUIRIES**: Mrs NM Ngubane
Tel No: (033) 395 4330

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

**FOR ATTENTION**: Human Resource Practices

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

**CLOSING DATE**: 25 October 2019

**POST 36/254**: DIAGNOSTIC RADIOGRAPHER - GRADE 1, 2 AND 3 REF NO: PMMH DRAD/05/2019 (X2 POSTS)

**SALARY**: Grade 1: R317 976 - R361 872
Grade 2: R372 810 - R426 291
Grade 3: R439 164 - R532 959
Other Benefits Home Owner Allowance (conditions apply); 13th Cheque (conditions apply) and Medical Aid (Optional) Inhospitable Area Allowance (12% of basic salary)

**CENTRE**: Prince Mshiyeni Memorial Hospital

**REQUIREMENTS**: National Diploma/Degree in Diagnostic Radiography/ any appropriate qualification that allows for the required registration with the HPCSA in the relevant profession Certificate of Registration with Health Professional Council of South Africa (HPCSA) as a Diagnostic Radiographer (independent/ private practice) Current registration confirmation/annual practice with HPCSA as
diagnostic radiographer independent practice for 2019-2020. Diagnostic Radiographer - Grade 01 (Experience) None after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One (01) year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, whom it is not required to perform community service, as required in South Africa Diagnostic Radiographer - Grade 02 (Experience) Minimum of ten (10) years’ experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Eleven (11) years’ experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, whom it is not required to perform community service, as required in South Africa Diagnostic Radiographer - Grade 03 (Experience) Minimum of twenty (20) years’ experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Twenty one (21) years’ experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, whom it is not required to perform community service, as required in South Africa.

Knowledge, Skills, Training and Competencies Required:
- Sound knowledge of diagnostic radiography procedures and imaging, including computerized radiography (CR).
- Knowledge of radiographic procedures, equipment and accessories associated with relevant techniques.
- Sound knowledge of radiation control regulations; safety measures and policies.
- Knowledge of Occupational Health and Safety and other relevant Acts, policies and regulations.
- Knowledge of basic Quality Assurance procedures in diagnostic radiography.
- Ability to perform and record basic quality assurance tests as per Radiation Control Directorate.
- Sound communication, interpersonal and problem solving skills.

DUTIES:
- Provide high quality diagnostic radiographs to assist with correct diagnosis.
- Provide a high quality diagnostic service according to patient’s needs, while adhering to safe radiation protection standards.
- Execute all clinical procedures competently with computed radiography whilst adhering to protocols and practices and techniques.
- Inspect and utilize equipment professionally to ensure that they comply with safety standards.
- Perform Quality Assurance tests and procedures as agreed in the department.
- Participate in a 24 hour roster system which includes nights, weekends, public holidays and standby duties.
- Promote Batho Pele principles in the daily execution of duties for effective service delivery.
- To contribute to overall work process in the diagnostic imaging department.
- Play an active role in the implementation of quality improvement programmes and National Core Standard and Ideal Hospital.

ENQUIRIES:
S B GCAZA Tel No: (031) 907 8208/8287
APPLICATIONS:
To be forwarded to: The Deputy Director: HRMS Prince Mshiyeni Memorial Hospital; Private Bag X 07; Mbeni; 4060
FOR ATTENTION:
Mr VM Phewa
CLOSING DATE:
25 October 2019
POST 36/255:
POST BASIC PHARMACIST ASSISTANT GR1: RICHMOND CLINIC REF NO: UMG01/25/19

SAFETY:
Grade 1: R208 3838 – R234 738 per annum. Benefits: 13th Cheque, home owner’s allowance, and Medical aid optional (Employee must meet prescribed conditions).

CENTER:
Umgungundlovu Health District

REQUIREMENTS:
Senior Certificate (grade 12). Current Registration with South African Pharmacy Council as Pharmacist Assistant (Post Basic) Plus less than 5 years’ experience after registration with SAPC as a Pharmacist Assistant (Post Basic)
Proof of SAPC annual fees payment
Recommendations: Minimum 6 months Primary Health Care experience as Pharmacist Assistant. EB Drivers Licence (code 8) Knowledge, Skills, Training And Competencies Required:
- Basic Knowledge of numeracy.
- Hygiene and cleanliness, infection controls.
- Computer literacy.
- Basic health & safety matters.
- Basic Knowledge of medical and dispensing process.
- Good interpersonal relation.
- Ability to work under pressure.
- Ability to communicate effectively.

DUTIES:
- Perform all duties in accordance with the scope of practice, regulations and standard operating procedures.
- Be responsible for ordering, receiving, proper storage of general and thermo-labile medicine.
- Issuing of medicines to
consultation rooms Management of chronic medication dispensed by the supporting hospitals Be responsible for running the electronic system or manual system for stock management Ensure proper stock management – stock rotation, expiry checks, stock take, stock levels and stock security Prepare medicines for delivery and issuing of medicine parcels to patients in support to mobile clinics, ARV and TB clinics as well as WBOT’S Provide basic PHC education and counselling to patients on safe and effective use of medication Collect and maintain the necessary records, statistics and information Maintain good housekeeping (infection control and prevention) in the pharmaceutical environment Co-ordinate CCMDD project between the patient, Health facilities and Pick up Points Promote and educate the patients and clients on CCMDD related issues Handle queries from patients regarding CCMDD Ensure availability of medicines in consulting rooms and emergency rooms.

ENQUIRIES : Mrs NA Mbana Tel No: (033) 395 4330
APPLICATION : All applications should be forwarded to: The Deputy Director: HRM Services Umngungundlovu Health District, Private Bag X 9124, Pietermaritzburg 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street)
FOR ATTENTION : Human Resource Practices
NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s Licence (not copies of previously certified copies) The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form NB: Failure to comply with the above instructions will disqualify applicants Faxed and e-mailed applications will Not be accepted. Persons with disabilities should feel free to apply for the post The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful The Department will not be liable where applicants use incorrect/no reference number(s) on their applications Preference Will Be Given To African Males

CLOSING DATE : 25 October 2019

PROVINCIAL TREASURY
The KwaZulu-Natal Provincial Treasury is an equal opportunity, affirmative action employer. As such, it is our intention to promote and uphold representivity in the Department in terms of race, gender and disability. Targeted: African Females, African Males and persons with disabilities who meet the requirements.

APPLICATIONS : Applications, quoting the correct reference number must be forwarded to: The Head of Department, Provincial Treasury, Directorate: Human Resource Management and Development, P.O Box 3613 Pietermaritzburg, 3201 or 145 Chief Albert Luthuli Road, Pietermaritzburg 3200
FOR ATTENTION : Ms S Ngema
CLOSING DATE : 01 November 2019
NOTE : Applications must be submitted with a signed and dated Z83 Form, obtainable from any Public Service Department, and must be accompanied by a comprehensive CV, together with originally certified copies of qualifications including an academic record for all relevant qualifications and a Matric certificate Kindly attach an originally certified copy of a Driver’s licence if required and your ID Applicants must provide original Service records for all relevant experience, proof of management experience (where it is a requirement), job description for current positions and a letter from the respective Human Resources for occupying acting positions It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and a certificate for such must be attached The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office Where an applicant has lost a certificate, ID or driver’s licence, proof of application for a replacement must be attached and an affidavit explaining the loss must be attached The department will conduct reference
checks with the HR section of current and/or previous employers apart from the referees listed. Candidates will be subjected to the verification of qualifications, reference checks as well as a criminal record check and competency assessment. It is regretted that due to a large volume of applications, it is not possible for the department to acknowledge receipt of every application received and that only those that will participate in the final selection process (interviews) will be notified of the outcome. Should you not hear from the department within 3 months of the closing date, please consider your application as unsuccessful. Non-South African citizens who are permanent residency holders must submit a documentary proof together with their applications. Under no circumstances will faxed, e-mailed or late application be accepted. Therefore the onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Applications that do not comply with these instructions will not be considered.

OTHER POST

POST 36/256

ASSISTANT DIRECTOR: HR ADMINISTRATION, SYSTEMS AND CONTROL REF NO: KZNPT 19/40

Purpose: To provide and oversee Human Resource Administration, Systems and Control services in terms of legislative mandates.

SALARY:

R376 596 per annum

CENTRE:

KZN Provincial Treasury, Pietermaritzburg

REQUIREMENTS:

A 3 year NQF level 6/7 National Diploma/Degree in Human Resources Management or related field. Completed courses and experience in PERSAL, spreadsheet and presentation software packages. A minimum of 3 years’ relevant experience in Human Resources of which at least (one) 1 year must be at a supervisory level.

DUTIES:

Manage PERSAL system as the PERSAL Controller within the Department as well as user support in compliance with minimum standards. Overseer and administer all processes related to the post establishment of the department. Oversee and administer the implementation of Performance Management within the Department. Overseer the maintenance of Human Resource records in terms of legislative mandates. Provide advice and guidance to management and staff in terms of Establishment, PMDS, PERSAL Control and Records Management policies and prescripts. Provide effective and efficient supervision of all allocated and adherence to policies competencies, knowledge and skills: Knowledge of the Public Service Act and Regulations, PERSAL Control, Establishment control, Records Management Analytical, organizing, planning skills, computer literacy, good verbal and written communication skills, good inter-personal relations, problem solving, presentation, supervision skills, self-disciplined and able to work under pressure with minimum supervision, policy analysis and research skills. PERSAL Control skill.

ENQUIRIES:

Ms M Mayekiso Tel No: (033) 897 4419

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:

25 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 licence (where a driver’s licence 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/YYYY. Applications lacking evidence of relevant experience will not be considered. Should an applicant wish to apply for more than one post, separate applications i.e. all the documentation must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must attach a copy of their Permanent Residence Permits to their applications. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof of such evaluation to their application. Under no circumstances will faxed or e-mailed applications be accepted. Receipt of applications will not be acknowledged due to the volume of applications and should you not receive an invitation to attend an interview within three (3) months of the closing date should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Shortlisted candidates will be required to submit an original SAP91 form with their fingerprints on the day of their interview. It will be expected 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).

**MANAGEMENT ECHELON**

**POST 36/257**

**CHIEF DIRECTOR: PUBLIC & FREIGHT TRANSPORT MANAGEMENT**

**REF NO:** P 16/2019

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

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

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

**REQUIREMENTS:**

An undergraduate qualification in Transport or Transportation Management/Transport Economics/Economics/Law/Logistics/Logistics Management/Transport and Logistics/Commerce: Logistics/Commerce: Transport Economics/Commerce: Transport and Logistics/Town and Regional Planning/Transport Studies/Operations Management (NQF Level 7) as recognised by SAQA; plus A minimum of 5 years’ relevant experience at a senior managerial level; plus Possession of a valid driver’s licence (minimum Code B) Knowledge of legislation and policies pertaining to public transport Knowledge of the Constitution, 1996, Public Service Act, 1994, as amended, Public Service Regulations, 2001 and relevant directives, determinations and collective agreements; Labour Relations Act, 1995; Basic Conditions of Employment Act; 1997; Employment Equity Act, 1998 and other Public Services Legislation; Advanced knowledge of public policy analysis and public policy development processes; Advanced knowledge of strategy development, strategy management and strategy monitoring and review processes; Advanced knowledge of modern systems of governance and administration; Advanced knowledge in public finance, human capital; Advanced knowledge of public communication, public transport education, public participation and public discourse management processes; Knowledge of national, regional and local political, economic and social affairs impacting on the provincial government; Knowledge of other relevant legislation.

**DUTIES:** Determine and manage the strategic direction of public transportation contracts, freight transportation and public transportation policy and planning services. Participation, interpretation and implementation of National policies and ensure the development, interpretation and implementation of Departmental policies and procedures, as well as provide input into National...
and Provincial policies Ensure monitoring and compliance with relevant legislation and prescripts in respect of adequate and appropriate record keeping of the activities of the Chief Directorate, and of the resources of the Chief Directorate. Facilitate and drive empowerment projects with direct interventions, strategic policies and partnerships with the industry. Manage the resources of the component.

ENQUIRIES:
Ms F Sithole Tel No: (033) 355 8886

FOR ATTENTION:
Mr C McDougall

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

POST 36/258:
DEPUTY DIRECTOR: ADMINISTRATIVE SUPPORT SERVICES (PUBLIC & FREIGHT TRANSPORT) REF NO: P 14/2019
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 Mhlabunzima Maphumulo House, Pietermaritzburg

REQUIREMENTS:
An appropriate recognized Bachelor's Degree/National Diploma in Public Management (NQF level 6); plus A minimum of 3 years' junior management experience in Public Transport; plus Possession of a valid driver's licence (minimum Code EB) Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service Act and Public Service Regulations, Knowledge of Service Delivery Framework Knowledge of Project Management Principles Knowledge of Skills Development Act Knowledge of Higher Education and Training Act and Further Education and Training Act Knowledge of National Skills Development Strategy Knowledge of National and Provincial Practice Notes Knowledge of National Development Plan, Knowledge of Labour Relations Act Knowledge of Provincial Growth and Development Plan Knowledge of Occupational Health and Safety Act Knowledge of Intergovernmental Matters, Knowledge of Promotion of Equity and Prevention of Unfair Discrimination Knowledge of Legislative Mandates Knowledge of Management of Information Systems Strategic planning and organizational skills, Report writing, analytical and computer skills Problem solving, decision making and risk management skills Driving and communication (written and verbal) skills People management and leadership skills, Ability to work under pressure, Time management, language and listening skills, Presentation and interpersonal relations skills. The ideal candidate should be proactive, have commitment, honesty and integrity, He/she should also be innovative, reliable, be receptive to ideas and suggestions, be punctual and professional.

DUTIES:
Provide support with the preparation and consolidation of the chief directorate business plans, operational plan, procurement plan, etc. Administer general personnel and financial administration matters. Administrate, prepare and control the budget of the chief directorate. Manage stakeholders and the office of the Deputy Director-General. Develop policies and strategies aimed at improving service delivery. Manage resources of the Sub-directorate.

ENQUIRIES:
Mr S Thwala Tel No: (033) 355 8853

FOR ATTENTION:
Mr C McDougall

NOTE:
It is the intention of this Department to consider equity targets when filling this position. The Successful candidate will be required to enter into a Performance Agreement. Shortlisted candidates may be required to undergo a competency test.