

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF HEALTH**

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

OTHER POSTS

<u>POST 09/95</u>	:	<u>SENIOR MANAGER: MEDICAL SERVICES REF NO: RKK M 09/2020 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 512 009 per annum (All-inclusive salary package) R. K Khan Hospital, Chatsworth Grade 12 or Senior Certificate. MBCHB Degree Qualification. A minimum of 10 years' experience in Medical Management after registration with HPCSA. Registration certificate with the HPCSA as a Medical Practitioner. Current Registration with the HPCSA. Recommendation Post-graduate Diploma/Degree in management will be an added advantage. Unendorsed valid Code 08 Driver's license. Possess sound knowledge of relevant Acts, Policies and Regulations administered by KZN Department of Health. Possess sound knowledge of the District Health System. Sound knowledge of clinical procedures and protocols within the discipline. Knowledge of the Current Health and Public Service Legislature. Have good communication, leadership, decision-making, team building and motivation skills.
<u>DUTIES</u>	:	Ensure the provisions of protocols and guidelines to the Medical and allied Professions Team. Liaise with other health care institutions and the Medical School as and when necessary in consultation with the Head of Department. Formulate policies and procedures for clinical services and ensure that they are in accordance with current statutory regulations and guidelines. Provide leadership, management and support to all Cluster Manager, Clinical Heads, Clinical Managers, Pharmacy, Allied Health Professionals and all staff under their supervision. Conduct service assessment and implement quality improvement programmes. Ensure the proper and economical use of resources both Human and Financial. Ensure continuous monitoring of morbidity and mortality rates through clinical audits. Provide support to the Head of Department in ensuring an efficient standard of patient care and services is maintained. Ensure compliance with commuted overtime policy. Formulate strategic plans in keeping with the requirements of the Hospital and the department as directed by the Mission Statement. Ensure that cost effective service delivery is maintained within the hospital. Maintain discipline and deal with grievances and Labour Relations issues in terms of laid down policies and procedures. Comply with EPMDS policy in respect of all Managers and HOD under span of control. To deputize as Chief Executive Officer when required.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. C.N.N. Mkhwanazi Tel No: (031) 459 6001 Human Resource Department, R K Khan Hospital Private Bag x 004. Chatsworth, 4030 or Hand delivered to R K Khan Hospital Human Resource Department 2nd floor Recruitment Officer.
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager 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 01/2020. Faxed documents will not be accepted. NB: Failure to comply with the above instructions will result in disqualification. Please note that if you are not contacted within 3 months of the closing date, your application is unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course. Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPC (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews

NB: Relocation is at your own cost due to financial constraints- No S&T Claims or Relocation Cost to Be Paid
27 March 2020 16:00 Afternoon

CLOSING DATE : 27 March 2020 16:00 Afternoon

POST 09/96 : **MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: GS 13/20**
: Component – ENT Surgery

SALARY : Grade 1: R1 106 040 per annum, all inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Plus Commuted overtime which is subject to the needs of the Department. Employee must sign the commuted overtime contract form.
Grade 2: R1 264 623 per annum, all inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Plus Commuted overtime which is subject to the needs of the Department, Employee must sign the commuted overtime contract form.
Grade 3: R1 467 651 per annum package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Plus Commuted overtime which is subject to the needs of the Department. Employee must sign the commuted overtime contract form.

CENTRE REQUIREMENTS : Greys Hospital, Pietermaritzburg Metropolitan Hospitals Complex
: A Qualification in Health Science Plus Registration with Health Professions Council of South Africa as a Medical Specialist in the relevant discipline **Grade 1:** Experience : Not applicable; Registration with the HPCSA as a Medical Specialist. **Grade 2** Experience : 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline **Grade 3:** Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline Proof of current registration with HPCSA as a specialist ENT surgeon Knowledge, Skills, Experience And Competencies Knowledge of appropriate specialist level procedures and protocols within the field of ENT surgery. Sound knowledge of Human Resource management. Financial Management - monitoring of expenditure. Essential Drug List. Management functions - policy analysis and implementation. Strategic management, project management, information management, total quality management and improvement. Legal aspects, patient care and service delivery, applicable mandatory requirements and Acts, Regulations, Procolocs and Guidelines used in Health Services.

DUTIES : Participate in the delivery of an in-patient and out-patient ENT surgery service within the Pietermaritzburg Metropolitan Hospitals Complex inter disciplinary coordination of the management of ENT pa Hents supervision of the medical officers In rotating through the unit ensuring the highest standards of clinical, professional, and ethical behaviour undertake teaching of undergraduate medical students, medical officers, and allied health care personnel conduct, assist, and stimulate research within the ethical guidelines of the Health Care Act Develop management protocols for ENT service in accordance with Provincial, Hospital and Departmental policies; Provide appropriate surgical care to ENT surgery patients, Maintain the effective and efficient utilisation of human resources in respect of :overseeing and supervising ENT surgery staff in the execution of their duties, training staff and promoting ongoing staff development in accordance with their individual and departmental development needs, recruiting and selecting staff in accordance with government prescripts; assessing performance of ENT surgery staff; allocating ENT surgery personnel to respective wards and call roster Provide measures and guidance on quality assurance to comply with set quality standards, Foster collaboration with other hospitals within and outside the district; Exercise cost control over the activities of the department in line with the allocated budget; Participate In and co-ordinate all academic and clinical meetings of the ENT surgery department Participate in the departmental outreach program Participate in and co-ordinate departmental research activities Accept responsibility for continuous professional development to keep up to date with new developments in the field of expertise and related fields Any other duties as assigned by the Head of Department

ENQUIRIES : Dr V Govindasamy Tel No: (033) 897 3379 Or DR Senast Van Wyk Tel No: (033) 897 3064

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

FOR ATTENTION : Mrs. M. Chandulal

NOTE : Directions To Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies. Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number/reference must be indicated in the column provided on the form Z83 e.g GS13/20. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). African Males Are Encouraged to apply.

CLOSING DATE : 20 March 2020

POST 09/97 : **MEDICAL SPECIALIST GRADE 1/2/3 OBSTETRICS AND GYNAECOLOGY, REF NO: MED 20/2020 (X3 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
18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements).

CENTRE REQUIREMENTS : Edendale Hospital
Grade 12 Certificate, Appropriate qualification in Health Science, Registration certificate with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Obstetrics and Gynaecology, Current practice with the HPCSA as a Medical Specialist (2019-2020). Experience: **Grade 1-** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. Foreign candidates require 1 year relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Grade 2-** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. A certificate of service obtained from the HR Department must be attached. **Grade 3-** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. A certificate of service obtained from the HR Department must be attached.

DUTIES : Appropriate diagnosis and management and follow – up of patient at a specialist level. Apply appropriate cost – effective and correct pharmaceutical measures in line with EDL. Appropriate selection and effective rendering of treatment modalities at a specialist level. Maintain clear, concise and legible medical records and ensure that junior staff do likewise. Actively participate in Quality assurance and good governance program of the Hospital. Participate in all academic and clinical meetings of the Department. Any other duties as assigned by the Head of Department. Train medical students/interns/medical officers and other junior personnel. The successful applicant will be required to work at Edendale, Grey's or Northdale Hospitals as assigned by the Head of Department in consultation with the Hospital Manager. Sound working specialist knowledge of the relevant medical discipline to allow for accurate diagnosis and appropriate management of clinical problems at a specialist level. Sound knowledge of medical ethics.Recommendation: Additional experience in the relevant discipline.

ENQUIRIES APPLICATIONS : Dr. P. Israel Tel No: (033) 395- 4146
All Applications Should Be Forwarded To: Chief Executive Officeredendale Hospital, Private Bag X 509, Plessislaer, 3216 N.B: No registered mail and faxed applications will be considered.

FOR ATTENTION : Mr. L. Makhaye

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

CLOSING DATE : 20 March 2020

POST 09/98 : **MEDICAL SPECIALIST GRADE 1/2/3 PAEDIATRICS (PMB METROPOLITAN HOSPITALS COMPLEX) REF NO: MED 21/2020 (X1 POST)**

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

CENTRE REQUIREMENTS : Edendale Hospital
Grade 12 Certificate, MBCHB Or equivalent qualification, Plus FC Paeds (SA) OR equivalent, Registration certificate with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Paediatrics OR as a registrar in Paediatrics, Current practice with the HPCSA as a Medical Specialist (2019-2020). N.B. Those candidates who have completed and are completing requirements (i.e. signed Form 57 on MMed, Part 1 & Part 2 CMSA exams) may apply for the post on the understanding that appointment to the post can only be made after they have received registration from the HPCSA as a medical specialist in Paediatrics (independent practice). Experience: **GRADE 1-** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. Foreign candidates require 1 year relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **GRADE 2-** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. A certificate of service obtained from the HR Department must be attached. **GRADE 3-** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. A certificate of service obtained from the HR Department must be attached.

DUTIES : (Will cover clinical skills, performance, training, research and supervision & support). Participate in the provision of 24-hour in- and outpatient Paediatric clinical care within the Pietermaritzburg Metropolitan Hospitals Complex (Grey's and/or Edendale Hospital) as deemed necessary for patient care. Participate in the departmental Outreach program to the catchment area. Assist with the maintenance of standards of care and implementation of quality improvement programmes within the department. Assist with the supervision and support of registrars, medical officers, CSOs and interns in the department. Participate in the departmental academic and training programme/s. Assist with the administration of a component of the Paediatric department in Pietermaritzburg. Participate in the departmental activities for the development and training of undergraduate, post graduate and vocational students, including joining the University wof KwaZulu-Natal (UKZN) as a member of the Faculty of Health Sciences, School of Clinical Medicine, Department of Paediatrics & Child Health. Assist and participate in research activities as defined within the department. Specialist or Sub-specialist medical knowledge, skills & competence in Paediatrics and child health. Current health and public service legislation, regulations and policy. Medical ethics, epidemiology, research and statistics. Medical education training and experience Research publications, research knowledge, skills & competence Recommendations: Three (3) years' or more experience as a Paediatrician will be an advantage. Sub-specialist qualifications in line with current disease burden and resources will be an advantage.

ENQUIRIES APPLICATIONS : Dr. Y. Naidoo Tel No: (033) 395- 4176
All Applications Should Be Forwarded To: Chief Executive Officer Edendale Hospital, Private Bag X 509, Plessislaer, 3216.

FOR ATTENTION : Mr. L. Makhaye

- NOTE** : Employment Equity: Preference will be given to the following candidates as per Employment Equity target: Any person with disability regardless of race and gender, African Male, African Female, Indian Male, Coloured Male N.B: No Registered mail and faxed applications will be considered.
- CLOSING DATE** : 20 March 2020
- POST 09/99** : **MEDICAL SPECIALIST REF NO: GJGM 07/2020 (X1 POST)**
Component: Surgery
- SALARY** : Grade 1: R1 106 040 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance
Grade 2: R1 264 623 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance:
Grade 3: R1 467 651 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance
- CENTRE REQUIREMENTS** : General Justice Gizenga Mpanza Regional Hospital (Stanger Hospital)
Sound Knowledge and clinical skills in the management of surgical patients including trauma patients. Ability to supervise and teach junior staff. Good communication, inter-personal and management skills. Sound professional and ethical values, and a concern for excellence. **Grade 1** Minimum Requirements: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Specialist in General Surgery **Grade 2** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professions Council of South Africa, Five (5) years post registration experience as a Medical Specialist in General Surgery. **Grade 3** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professions Council of South Africa, Ten (10) years post registration experience as a Medical Specialist in General Surgery. Eleven (11) year relevant experience after registration as a Medical Specialist with a recognized Foreign .Health Professional Council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa.
- DUTIES** : Assist the Head of Unit with the following:-To provide safe, ethical and high quality of care through the development of standards, audits, research and risk assessment in the following areas – clinical and customer care (patient perspective)To develop a monitoring and evaluation system with performance indicators, outputs, outcomes and targets in agreement with institutional management. Perform outreach service as designated by the Head of Unit. Develop, maintain and audit the correct the correct implementation of clinical protocols, guidelines, ensuring efficient effective and seamless service delivery process within the hospital and referring and receiving facilities. To promote teamwork and improve relations within and between other specialties and other stakeholders within the referral system to improve service delivery capacity. Develop, monitor and evaluate health promotion and health education interventions for the Ilembe District in consultation with stakeholders .Plan and provide continuous medical education to multidisciplinary team members. Manage performance of junior staff within the area of control. Assist with the process to plan, monitor and evaluate the cost effectiveness of services provided. Align clinical service delivery plans and priorities with the hospital plans and priorities. Maintain satisfactory clinical, professional and ethical standards related to the unit. Liaison with heads of other disciplines, management of clinical staff. To provide effective and efficient specialist consultant care service at regional level within the scope of Acceptable and up to date practices in order to contribute to optimal health care Maintain satisfactory clinical professional and ethical standards related to surgery. Training of medical and nursing staff. Conduct outpatient clinics and provide expert opinion. Provide a support service for hospitals and clinics in Ilembe District. Liaison with other heads of disciplines. Provide specialist services for inpatient, outpatient and after hours services. To perform compulsory commuted overtime in line with hospital needs. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.
- ENQUIRIES APPLICATIONS** : Dr ZR Khan (Head of Department Tel No: (082) 4094097/032 437 6157
Applications to be forwarded to: Human Resources Department, The Human resource manager, GJG Mpanza Regional Hospital, Private Bag x10609, Stanger 4450
- FOR ATTENTION** : Mr. S. Govender

NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM 07/2020 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

CLOSING DATE : 27 March 2020

POST 09/100 : **DEPUTY MANAGER: PHARMACEUTICAL SERVICES REF NO: RKK M 08/2020 (X1 POST)**

SALARY CENTRE REQUIREMENTS : R1 026 693 per annum (All-inclusive salary package)
: R. K Khan Hospital, Chatsworth
: Bachelor Degree in Pharmacy. Current registration with SAPC plus. Three (3) years' experience after registration with SAPC as a Pharmacist. Proof of experience signed and stamped by Human Resources Department must be attached. Valid cope EB driver's licenses. Computer Literacy: MS Office software applications. Extensive knowledge of all the relevant regulations, act policies and legislation that govern KZN Department of Health. Sound project management. Sound knowledge of the District health system and setting. Sound knowledge of legislation relating to pharmaceutical practice in South Africa. Strong interpersonal, communication and presentation skills. Ability to make independent decisions. Knowledge of medicinal supply and dispensing chain management is essential. Ability to priorities issues and other work related matters. An understanding of the challenges facing the public health sector. Effective planning, organizational, managerial and interpersonal skills.

DUTIES : To manage the Pharmacy Department at RK Khan Hospital and associated clinics. Formulate policies and procedures of Pharmaceutical services and ensure that they are in accordance with current statutory regulations and guidelines. To provide leadership, management and support all Clinical Heads, Clinical Managers, Allied health professions and all staff under his/her supervision. To conduct service assessment and implement quality improvement programmes. To liaise with other stakeholders within and outside the department of health such as other hospital management teams, Health District Office on Pharmaceutical and management issues. To ensure rational use of resources, both human and financial. Ensure continuous monitoring of morbidity and mortality through clinical audits. Formulate strategic plans in keeping with the requirements of the hospital and department. To ensure that cost effective pharmaceutical service delivery is maintained within the hospital. Maintain discipline and deal with grievances and Labour Relation issues in terms of laid down procedures and policies. Provide pharmaceutical advice to patients and professional colleagues. Work as part of multi-disciplinary team and lead the Pharmacy and Therapeutic committee and participate in HAST committee. Compile monthly financial and other reports as required by the Chief Executive Officer.

ENQUIRIES APPLICATIONS : Mrs. C.N.N. Mkhwanazi. Tel No: (031) 459 6001
: Human Resource Department, R K Khan Hospital Private Bag x 004. Chatsworth, 4030 or Hand delivered to R K Khan Hospital Human Resource Department 2nd floor Recruitment Officer.

FOR ATTENTION NOTE : Human Resource Manager
: 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 01/2020. Faxed documents will not be accepted. NB: Failure to comply with the above instructions will result in disqualification. Please note that if you are not contacted within 3 months of the closing date, your application is unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course. Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPC (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews. NB: Relocation is at your own cost due to financial constraints- No S&T Claims or relocation cost to be paid.

- CLOSING DATE** : 27 March 2020 16:00 afternoon
- POST 09/101** : **MEDICAL OFFICER: REF GJGM 06/2020 (X1 POST)**
Component: PAEDS
- SALARY** : Grade 1: R821 205 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance
Grade 2: R938 964 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance:
Grade 3: R1 089 693 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance
- CENTRE REQUIREMENTS** : GJG Mpanza Regional Hospital
: Knowledge of General management principles of all paediatric and neonatal patients. Good communication skills. Ability to work in a multi-disciplinary team. Resilience and ability to cope with change. Ability to make difference. **Grade 1** Minimum Requirements: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner **Grade 2** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner **Grade 3** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner.
- DUTIES** : Clinical paediatric services including ward rounds, outpatient clinic and emergency department. Participation in the training programme as well as teaching and supervision of junior staff. Participation in departmental audit activities. Conduct Research. Maintain and continuously improve professional and ethical standards. Perform compulsory commuted overtime in line with hospital needs. To provide training for nurses, junior staff, interns and medical students. NB. Performance of Commuted Overtime and a staggered shift system is compulsory and will be worked in the discipline based on the needs of the institution.
- ENQUIRIES APPLICATIONS** : Dr AJ Van Lobenstein (Head Clinical Unit) Tel No: (032) 437 6000
: Applications to be forwarded to: Human Resources Department, The Human resource manager, GJG Mpanza Regional Hospital, Private Bag x10609, Stanger 4450.
- FOR ATTENTION NOTE** : Mr. S. Govender
: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM 06/2020 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records,

qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post

CLOSING DATE

: 27 March 2020

POST 09/102

: **MEDICAL OFFICER REF NO: GJGM 09/2020 (X2 POSTS)**

Component: O & G

SALARY

: Grade 1: R821 205 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance

Grade 2: R938 964 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance:

Grade 3: R1 089 693 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance

CENTRE

: GJG MPANZA Regional Hospital

REQUIREMENTS

: Experience and ability in dealing chronic, subacute and acute obstetrical and gynecological Problems. Working knowledge of obstetrical protocols, health policies, acts and regulations. Ability to work in multi-disciplinary team setting Ability to resuscitate patients from birth to old age. Excellent communication skills. Ability to work and maintain meaningful relationships with a diverse community. Resilience and ability to cope with change. Ability to make a difference **Grade 1** Requirements: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner (Certificate of Independent Practice Required from HPCSA) **Grade 2** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner (Certificate of Independent Practice Required from HPCSA) **Grade 3** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner (Certificate of Independent Practice Required from HPCSA).

DUTIES

: Clinical duties as per hospital/departmental requirements, including after-hours service. Provision of quality of care, assisting HOD with quality assurance, quality improvement projects, morbidity and mortality reviews, monthly various type of audits, development of clinical guidelines, policies. Patient Satisfaction, patient satisfaction surveys, reducing waiting times; identifying, meeting and surpassing patient's expectations. Outreach programs. Conduct research. Maintain and continuously improve professional and ethical standards. To provide training for nurses, junior staff, interns and medical students. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.

ENQUIRIES

: Dr Haripersad (Head of Department) Tel No: (032) 437 6000/0845332217

APPLICATIONS

: Applications to be forwarded to: Human Resources Department, The Human Resource Manager GJ Mpanza Regional Hospital, Private Bag x10609, Stanger, 4450.

FOR ATTENTION

: Mr. S. Govender

NOTE

: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM 09/2020 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The

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- CLOSING DATE** : 27 March 2020
- POST 09/103** : **MEDICAL OFFICER: REF NO: GJGM 08/2020 (X1 POST)**
Component: Internal Medicine
- SALARY** : Grade 1: R821 205 per annum all-inclusive package + a Fixed commuted overtime & 18% Inhospitable Allowance
Grade 2: R938 964 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance
Grade 3: R1 089 693 per annum all-inclusive package + a fixed commuted overtime & 18% Inhospitable Allowance
- CENTRE** : GJG MPANZA Regional Hospital
- REQUIREMENTS** : Sound knowledge and skills in Emergency Medicine including advanced adult and Paediatric resuscitative intervention. Sound clinical knowledge in General medicine including management of acute and chronic medical conditions. Good interpersonal and supervisory skills. Ability to work in challenging environment. Sound assessment, diagnostic and management skills. Knowledge and skills in Emergency care. ACLS, PALS, ATLS or Diploma in Primary Emergency Care is recommended. **Grade 1** Requirements: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner **Grade 2** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner **Grade 3** Requirements: A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner. Recommendation: ACLS Certification. Knowledge, Skills and Experience Required Sound medical knowledge in Internal Medicine and experience and ability in dealing with chronic, Subacute and Acute Medical condition. Working knowledge of medical protocols, health policies, acts and regulations. Ability to work in a multi-disciplinary team setting. Ability to perform procedures. Ability to resuscitate patients. Excellent communication skills. Ability to work and maintain meaningful relationships with a diverse community. Resilience and ability to cope with change. Ability to make difference. Ability to work in a challenging environment.
- DUTIES** : Clinical duties as per hospital/ departmental requirements, including commuted overtime. Provision of quality of care, assisting HOD with quality assurance, quality improvement projects, morbidity and mortality reviews, monthly various type of audits, development of clinical patient guidelines, policies. Patient Satisfaction, patient satisfaction surveys, reducing waiting times, identifying, meeting and surpassing patient's expectations. Conduct research. Maintain and continuously improve professional and ethical standards. Active participation in academic activities. Outreach programmes. To provide training for nurses, junior staff, interns and medical students. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution.
- ENQUIRIES** : Dr B Ramjiwan (Head of Department Tel No: (032) 437 6263
- APPLICATIONS** : Applications to be forwarded to: Human Resources Department, The Human resource manager, GJG MPANZA Regional Hospital, Private Bag x10609, Stanger 4450.
- FOR ATTENTION** : Mr. S. Govender
- NOTE** : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM 08/2020 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be

limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

- CLOSING DATE** : 27 March 2020
- POST 09/104** : **MEDICAL OFFICER (FAMILY MEDICINE - PHC) GRADE1-3 REF NO: MO/FAMEDS 01/2020 (X3 POSTS)**
- SALARY** : Grade 1: R821 205 - R884 670 per annum (all-inclusive package)
 Grade 2: R938 964 - R1 026 693 per annum (all-inclusive package)
 Grade 3: R1 089 693 - R1 3 62 366 per annum (all-inclusive package)
 All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules Other Benefits In-Hospitable Area Allowance (18% of basic salary) Commuted overtime (conditions apply)/the incumbent in the post would be required to enter into performance contract for commuted overtime.
- CENTRE REQUIREMENTS** : Prince Mshiyeni Memorial Hospital – Orthopaedics
 : MBCHB degree or equivalent qualification plus Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Practitioner (Independent Practice Medical Practitioner).Proof of current registration as a Medical Practitioner with HPCSA. Experience Medical Officer **Grade 1:** No experience required. The appointment to grade 1 requires 1 year relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer **Grade 2:** 5 years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer **Grade 3:** 10 year's registration experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a recognized foreign health professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa Knowledge, Skills, Training And Competencies Sound clinical knowledge, competency and skills in a clinical domain. The ability to work under supervision within a large team environment Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes and priorities within the domain Ability to teach; guide junior staff within the department.
- DUTIES** : Manage patients with undifferentiated problems in primary care. Render full district health package such as medicine, paediatric, O&G, surgery, psychiatry, HIV & TB management etc at all PHC clinics. Provide accident and emergency health care at all level. Respond effectively to the quadruple burden of disease. Provide ethical, legal, professional, and scientifically sound healthcare. Perform appropriate clinical, communication, and procedural skills. Provide comprehensive, co-ordinated and continuing care (preventative, promotive, curative, rehabilitative and palliative).Manage resources within the context of the multi-disciplinary team and the referral system towards optimal clinical care Use evidence and guidelines to reflect on practice. Assist with clinically related administration. To execute duties and functions with proficiency, to support the aims and objectives of the Department that is consistent with standards of patient care. Accept responsibility for the management of patients. NB: The candidate/s would be allocated to the various PHC facilities linked to Prince Mshiyeni Memorial Hospital within the eThekweni Health District – Durban South areas.

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

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

FOR ATTENTION : Mrs TZ Makanya

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

CLOSING DATE : 20 March 2020

POST 09/105 : **ASSISTANT NURSING MANAGER (CRITICAL CARE & TRAUMA) REF NO: RKK/ANM/ 01/2020 (X1 POST)**

SALARY : R614 991 per annum

CENTRE : R. K Khan Hospital – Critical Care and Trauma

REQUIREMENTS : Grade 1 National Senior Certificate (grade12) Degree/Diploma in General Nursing, Midwifery.1 year Post Basic Qualification in Intensive Critical Care Nursing Science/Trauma Nursing Science. Current registration with S.A.N.C as a General Nurse and Intensive Critical Care Nursing Science/Trauma Nursing Science. A minimum of 10 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognisable experience in the Critical Care department after obtaining the 1 year post basic qualification in Intensive Critical Care Nursing Science/Trauma Nursing Science. At least 3 years of the period referred to above must be appropriate recognisable experience at management level. Degree/Diploma in Nursing Administration will be an added advantage. SANC Receipt for 2020. Certificate of Service endorsed by Human Resource Office. Knowledge and experience of Public Service Policies, Acts and Regulations. Sound management negotiation, inter-personal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of Nursing Management within the specialty. Knowledge of human resource management policies and practices, including recruitment, conditions of service, performance management, training and development and labour relations including disciplinary, grievance and secondment processes/procedures. Computer literacy and information management. Basic financial management skills.

DUTIES : Ensure the provision of Nursing Care through adequate supervision in the ICU, CCU and Trauma units. Ensure the efficient and effective control of surgical sundries, pharmaceuticals equipment and miscellaneous stores. Ensure that all nursing staff are aware and adhere to the relevant Acts/prescripts applicable within the nursing environment, and that staff welfare is maintained. Participate in the analysis, formulation and implementation of nursing policies and procedures. Monitor nursing interventions to assess whether professional standards are being observed. Support and educate staff to assess the quality and effectiveness of nursing services and develop plans for continuous improvement. Inspect the work environment to ascertain whether conditions and practices are conducive to quality patient care and where this is not being achieved to institute corrective action. To deploy all nursing resources, within area of control, to best effect to ensure the highest standard of nursing care. Conduct performance appraisals on nursing and support staff and institute necessary developmental interventions. Ensure that policies and practices governing conditions of service of nursing staff, including leave and exits, are adhered to. Ensure that all Financial Management and Human Resource Management policies, processes and practices are adhered to. Promote positive teamwork with other stakeholders and engage in problem solving and conflict management for quality service delivery. Deal with grievances and labour relations issues in terms of the laid policies/procedures i.e. manage workplace discipline.

ENQUIRIES : Mrs.C.Z.L Simelane (Nursing Manager) Tel No: (031) 459 6030

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 2nd floor Recruitment Officer.

FOR ATTENTION : Human Resource Manager

NOTE : Applications should be submitted on form Z83from 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 01/2020. Faxed documents will not be accepted. NB: Failure to comply with the above instructions will result in disqualification. Please note that if you are not contacted within 3 months of the closing date, your application is unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course. Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPC (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews. NB: Relocation is at your own cost due to financial constraints- No S&T Claims or Relocation Cost to be paid.

- CLOSING DATE** : 27 March 2020 16:00 Afternoon
- POST 09/106** : **OPERATIONAL MANAGER NURSING (SPECIALTY) REF NO: EMP11/2020 (X2 POSTS)**
Component: Night Duty Services
- SALARY** : Grade 1: R562 800 - R652 432 per annum. Other Benefits: 8% In-Hospitable Allowance, 13th Cheque, home owners (Employee must meet prescribed requirement), medical aid (optional)
- CENTRE** : Empangeni
- REQUIREMENTS** : Degree/Diploma qualification that allows registration to General Nursing & Midwifery, Post basic qualification in Advance Midwifery with a duration of at least 1 year, accredited with the SANC, Registration Certificate with South African Nursing (SANC), Current registration (2020) with South African Nursing Council (SANC), Minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC, at least 5 years of the period referred to must be appropriate/recognizable experience in Maternity after obtaining the 1 year post basic qualification in Advance Midwifery. Knowledge, Skills, Attributes and Abilities: Knowledge of Nursing Legislation and related legal and ethical nursing practices. Problem solving and negotiation skills, Knowledge of SANC rules and regulations, Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks, Knowledge of Code of Conduct and Labour Relations, Knowledge of Batho Pele Principles and patients' rights charter, Basic understanding of Human Resource and Finance Policies, Good communication and leadership skills, Basic computer literacy as a support tool to enhance service delivery. Team building and diversity Management skills. Good Leadership Skills.
- DUTIES** : Supervise the hospital during the night, Do rounds throughout the hospital, Demonstrate effective communication with patients, visitors, supervisors, and other health professionals and junior colleagues, Work as part of multi-disciplinary team at hospital level to ensure good nursing care by the nursing team. Work effectively at a supervisory level with persons of diverse intellectual. Display a concern for patients, promoting, advocating and facilitating proper treatment and care ensuring that the hospital adheres to principles of Batho Pele. Monitor and evaluate staff performance in terms of EPMDS. Ensure proper utilization of resources and exercise care over government properly. Ensure staff development and updates on current changes in client's management. Implementation and management of Infection control and prevention protocols. Ensure effective and harmonious management of the hospital during the night. Ensure smooth running of all processes during the night including support services e.g. Blood Bank Laboratory, Cleaning, Security, transport, etc. Ensure adequate staff coverage and distribution where need be. Manage all complaints in an amicable manner.
- ENQUIRIES** : Miss EPCN Mtshali Tel No: (035) 907 7005
- APPLICATIONS** : All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION** : Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011/Mrs BW Ntsele 035 9077020/21
- NOTE** : All Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za. The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. A recent, comprehensive

CV, specifying all qualifications and experience, with respective date and certified copies of qualifications and ID must be attached. General information: Short-listed candidates must be available for interviews at a date and time determined by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T, Resettlement & relocation claims will not be processed.

- CLOSING DATE** : 25 March 2020
- POST 09/107** : **OPERATIONAL MANAGER PHC SPECIALTY REF NO: SAHMOB 03/2020 (X1 POST)**
- SALARY** : R562 800 per annum. Other Benefits: 13th cheque, 12 % rural allowance, home owners allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : ST Andrews Hospital – Mobile PHC
 : Diploma/Degree in General nursing and Midwifery PLUS 1 year post basic qualification in Primary Health Care as per R212 SANC Regulations. Current registration with SANC as a General Nurse, Midwife and Primary Health Care Nurse. A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate/recognisable experience after obtaining the one year post basic qualification in Primary Health Care. A valid driver's license. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counseling skills, Financial and budgetary knowledge pertaining to the relevant resources under management, Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs.
- DUTIES** : To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth/ethical standards and self-development. Coordinate optimal, holistic, specialised nursing care with set standards and within a professional/legal framework. Implementation and management of Infection Control and Prevention Protocols. Maintain accurate and complete patient records according to legal requirements. To participate in quality improvement programmes and Clinical Audits. Participate in staff, student and patient training. Monitor the implementation of EPMDS. Exercise control over discipline, grievance and labour relation issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients' Rights Principles. Implementation of programmes for prevention. Detection and treatment on non-communicable diseases and illnesses. Develop policies and protocols to improve triaging and resuscitation techniques. Monitor and improve emergency services rendered in the department.
- ENQUIRIES APPLICATIONS** : Mrs VV Ncume Tel No: (039) 433 1955 Ext 286
 : Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680. Or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION : Human Resource Manager
NOTE : People with Disabilities and African Male are encouraged to apply.
CLOSING DATE : 20 March 2020

POST 09/108 : **CLINICAL PROGRAMME CO-ORDINATOR (QUALITY ASSURANCE) REF NO: (MBO 05/2020)**

SALARY : R444 276 per annum plus benefits 13th cheque, medical aid (optional) and housing allowance (employee must meet prescribed conditions).
CENTRE : Mbongolwane District Hospital
REQUIREMENTS : Grade 12 or (senior certificate). Diploma/Degree or equivalent qualification in nursing PLUS Minimum of 7 years appropriate & recognizable nursing experience after registration as a General Nurse with SANC in general nursing. Current registration with SANC (2020 SANC receipt). Valid driving license. Proof of computer literacy. Certificate of service from employer endorsed by Human Resource is compulsory. Proof of current and previous experience endorsed by Supervisor. Knowledge, Skills, Training and Competencies required: - Working knowledge of health policies and current Public Service related Legislation. High level of interpersonal relationship. High level of verbal and written communication. Presentation and facilitation skills. Ability to liaise with management. Assertiveness and diplomacy. Computer Literacy in Microsoft package (Word processing and Spreadsheet). Problem solving.

DUTIES : Ensure functionality of all clinical governance structures. Facilitate the assessment of PEC, Norms and standards, waiting time, risk assessment, ICRM, Ideal Hospital (HRM).Facilitate the development of QIP and monitor the implementation and process report. Ensure the effective and efficient utilization of resource. Plan, direct and co-ordinate quality assurance programs. Work as a part of a multi-disciplinary team to ensure good quality care by the nursing, medical, allied, non-clinical team. Perform quality improvement audits and survey monthly and report to senior management. Monitor and evaluate delivery of quality care at the hospital and clinics. Promote quality culture within the hospital and clinic. SOP/Policy development, assist implementation and monitoring.

ENQUIRIES : Mrs AS Maphumulo Tel No: (035) 4766242 ext. 204
APPLICATIONS : should be posted to: The CEO, Private Bag X126, Kwa-Pett, 3820 or hand deliver to Mbongolwane District Hospital.

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

CLOSING DATE : 20 March 2020

POST 09/109 : **CLINICAL PROGRAMME CO-ORDINATOR (INFECTION CONTROL PRACTITIONER REF NO: ITSH 3/2020 (X1 POST)**

SALARY : R444 276 per annum, other benefit: 13 cheque, 12% rural allowance, home owners allowance (employee must meet prescribed requirements), Medical Aid (optional)
CENTRE : Itshelejuba Hospital

REQUIREMENTS : Degree/National Diploma in general Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery/proof of payment, minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional nurse with SANC as a General Nurse and Midwifery, NB: Proof of current and previous experience endorsed by Human Resource office must be attached. Recommendations, Diploma in infection control, valid code 08 drivers' license and Proof of computer literacy (certificates to be attached) Knowledge, Skill, And Competencies Required: good management and analytical skills good communication leadership and interpersonal skills ability to work in a team knowledge of all relevant prescripts, i.e. provincial health act 2000, the nursing act, occupational, health and safety act.

DUTIES : Develop and ensure implementation of infection control plan for the institution, provide support to the hospital management team to ensure that a higher standard of infection control is maintained, advise the hospital management of all identified infection control risks and recommendation there of protocols and that these are implemented ,to ensure that all department and clinics are provided with infection control guidelines and protocols and that these are implemented, assist the hospital manager with coordination and management of infection control committee meetings, provide management and supervisors with current ipc practices , provide effective and efficient infection control services in the institution, ensure that written sop and procedures for infection control services are reviewed and implemented , plan the budget or infection control department and exercise control over utilization of such a budget , review outbreak of infections and advice on how outbreaks can be managed and prevented , ensure that disease surveillance is done in the sub district, report on the incidence and prevalence of alert organisms and communicable diseases to the district CDC coordinator , conduct audits in all wards and clinics, facilitate notification of disease using the current methods , Compile monthly report and submit to the management and the district , develop and conduct orientation programme on infection prevention and control facilitate and oversee the development of operational/business plan to give strategic guidelines.

ENQUIRIES : should be directed to Mrs TG Msibi Tel No: (034)-4134000
APPLICATIONS : must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to the Human Resources Office at Itshelejuba Hospital.

NOTE : An application for Employment Form (z83) must be completed and forwarded. This is obtainable from any Public Department or from the website www.kznhealth.gov.za Certified copies of ID documents, Std10, 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 for the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the z83, eg ref ITSH 1/2018. Please note that failure to comply with the above instructions will disqualify applicants .Please note that the selected candidate will be subjected to pre-employment screening and verification process. 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 payments of S&T claims.

CLOSING DATE : 20 March 2020

POST 09/110 : **DIAGNOSTIC RADIOGRAPHER: GRADE 1/2/3 REF NO: HRM 07/2020 (X1 POST)**

Directorate: X-Ray Dept- Ultrasound

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
13th Cheque, Medical Aid (Optional), Home Owner Allowance on Application
Employee Must Meet Prescribed Requirements

CENTRE : King Edward VIII Hospital complex
REQUIREMENTS : National Diploma in Ultrasound/Bachelor's degree in Technology: Ultrasound, registration with HPCSA as a Diagnostic Radiographer (Ultrasound), proof of

current registration with HPCSA as a Diagnostic Radiographer (Ultrasound) (2019/2020) **Grade 1** A minimum of 5 years relevant experience after registration with HPCSA as an ultrasound radiographer **Grade 2** A minimum of 10 years relevant experience after registration with HPCSA as an ultrasound radiographer **Grade 3-** A minimum of 20 years relevant experience after registration with HPCSA as an ultrasound radiographer Recommendation: Computer Literacy, Experience performing high risk Obstetric and anomaly scans, Pediatric scans as well as reporting on difficult pathology Knowledge, Skills, Training And Competencies Required: Excellent knowledge of high risk obstetrics and gynecology, general, small parts, vascular, musculoskeletal scanning techniques, protocols and procedures, basic knowledge of equipment use and troubleshooting, sound report writing and administrative skills and computer literacy, knowledge of relevant Health and Safety Acts and Infection Control measures, good communication, interpersonal relations and problem solving skills, basic supervisory 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 the working environment, willingness to participate in shift and standby duties including night, weekends and public holidays when need arises, provide assistance, supervision and training to junior staff and students, promote good health practices and ensure optimal care of the patient, execute all clinical procedures competently to prevent complications, participate in quality improvement programs, standard operating procedures, in-service training and National Core Standards.

ENQUIRIES : Mrs. P. Nzama Tel No: (031) 3603479
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013.

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

CLOSING DATE : 20 March 2020

POST 09/111 : **PROFESSIONAL NURSE SPECIALTY (OPERATING THEATRE) REF NO: CJMH003/2020 (X1 POST)**

SALARY : Grade 1: R383 226 – R444 276 per annum
 Grade 2: R471 333 – R579 696 per annum
 Other Benefits 13th Cheque Medical aid optional Homeowner's allowance: Employee must meet the prescribed requirement 12 % Rural Allowance is compulsory.

CENTRE : Charles Johnson Memorial Hospital
REQUIREMENTS : Matric or senior certificate. Diploma/Degree in General nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as a

Professional Nurse and Primary Health care. A minimum of 4 years appropriate/recognisable experience after registration as a Professional Nurse in General Nursing. **Grade 1** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing **Grade 2** A minimum of 14 years appropriate/recognizable experience as Professional Nurse with SANC in General Nursing, of which at least 10 years must be appropriate/recognizable experience after obtaining the one year post basic qualification IN Primary Health Care Knowledge, Skills, Training And Competencies Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the Health programmes run at PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

DUTIES : Implement and advocate for programme and initiative for clients and the community served by the OPD. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the OPD. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/collection, varication and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Hospital Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the OPD. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the OPD. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

ENQUIRIES : Mrs. P.N Kunene Tel No: (034) 271 6400
APPLICATIONS : should be forwarded to Human Resource Office: 92 Hlubi Street, C. J. M. Hospital Nqutu Private Bag X5503 3135 Nqutu 3135.

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 and service endorsed by Human Resource. The reference number must be Indicated in the column provided on form Z83 e.g. CJM 04/2019. Faxed documents will not be accepted. NB Failure to comply with the above instructions with the above instructions will results in disqualification. Please note that if you are not contacted within three 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 CIPS (Companies Intellectual Property Commission) screening. Due to financial constraints no S &T or relocation costs will be paid for attending interviews.

CLOSING DATE : 20 March 2020

POST 09/112 : **PROFESSIONAL NURSE SPECIALIY (ORTHOPAEDICS) REF NO: CJMH 04/2020**

SALARY : Grade 1: R383 226 – R444 276 per annum
 Grade 2: R471 333 – R579 696 per annum
 Other Benefits 13th Cheque, medical aid (optional) Housing allowance (employees must meet prescribed requirement). 12% Rural Allowance

CENTRE : Charles Johnson Memorial Hospital
REQUIREMENTS : Diploma/Degree in General Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse PLUS a post Basic qualification in Orthopedics Nursing with a duration of at least one year

accredited with SANC. Current registration with the SANC as General Nurse and relevant Specialty (2020 receipt) **Grade 1** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a professional nurse with the SANC in General Nursing **Grade 2** Experience: A minimum of 14 years appropriate/recognizable experience in Nursing after registration as a professional nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the one (1) year post basic qualification in the relevant specialty. Knowledge, Skills and Competencies Required Knowledge of nursing care processes and procedures. Sound knowledge of scope of practice. Problem solving skills. Knowledge of Batho Pele and Patients charter principles. Good communication skills- verbal written. Knowledge of SANC rules and regulation and other relevant public service legislations, prescripts and policies.

- DUTIES** : Execute duties and function with proficiency and within prescripts of applicable legislations. Render quality nursing care in Orthopedics clinics. To develop and ensure implementation of Nursing Care Plans. To participate in clinical audits. Ensure proper utilization of human, material and financial resources and updated records thereof. Supervision of patients records to ensure accurate and complete patient records. Support the Operational Manager in ensuring the implementation of infection control and presentation policies in the unit. Assist with performance reviews (EPMDS).Supervision the performance of junior staff so as to enhance/promote quality patient care. Teach and supervise student nurses allocated in an Orthopaedics ward. To coordinate orthopaedic patients care activities, assess needs and prevent orthopaedics complications.
- ENQUIRIES** : Ms. L.M. Ntuli Tel No: (034) 271 6406
- APPLICATIONS** : should be forwarded to: Human Resource Office 92 Hlubi Street C. J. M. Hospital Nqutu Private Bag X5503 Nqutu 3135.
- 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 and service endorsed by Human Resource. The reference number must be indicated in the column provided on form Z83 e.g. CJM 04/2019. Faxed documents will not be accepted. NB Failure to comply with the above instructions with the above instructions will results in disqualification. Please note that if you are not contacted within three 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 CIPS (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews.
- CLOSING DATE** : 20 March 2020 16H00
- POST 09/113** : **PROFESSIONAL NURSE – SPECIALTY (MATERNITY) REF NO: EGUM 01/2020 (X1 POST)**
- SALARY** : Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 333 – R579 696 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** : Institution: E G & Usher Memorial Hospital – Kokstad
- REQUIREMENTS** : Matric or senior certificate. Diploma/Degree in General nursing and midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse. 1 (One) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC. Certificate of Registration. Proof of current registration with South African Nursing Council as a General Nurse, and Advanced Midwife (SANC Receipt for 2019). Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse with Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. **Grade 2:** A minimum of

14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing of which at least 10 years must be appropriate/recognizable experience in the specific specialty after obtaining one year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. Knowledge, Skills, Training And Competencies Required: 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, Public service regulations, Labour Relations Act, Disciplinary Code and Procedure, Communication skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/ organizing and ability to function as part of the team.

DUTIES

: Provision of optimal, holistic specialized nursing care in Maternity with set standards and within a professional/legal framework. Implement standards, practices, criteria and indicators for improving quality nursing care. Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stake holders. Utilize human, material and physical resources efficiently and effectively. Implement National Core Standards guidelines and standard operational plans. Implement strategies and standard operational plans for Infection Prevention and Control. Monitor and report Patient safety incidents e.g. needle stick injuries, patient complaints 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, adequately 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. Coach and appraise staff at all levels and be able to solve problems.

**ENQUIRIES
APPLICATIONS**

: Mr. M.J. Mballi Tel No: (039) - 797 8104
: 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
NOTE**

: Human Resource Department
: 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 possession 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

: 20 March 2020 at 16H00 afternoon

POST 09/114 : **CLINICAL NURSE PRACTITIONER (GATEWAY CLINIC) REF NO: NMH\CNP\2020 (X1 POST)**

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

CENTRE : Niemeyer Memorial Hospital (Gateway clinic)

REQUIREMENTS : Std 10 or Grade 12 certificate Registration with SANC as general nurse and primary care nurse Diploma in general and midwifery plus one year post basic qualification in clinical Nursing, health assessment treatment and care PHC plus 4 years appropriate recognizable experience as General Nurse. Proof of current and previous work experience endorsed and stamped by Human Resources. **Grade 1** Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC on general nursing. Plus 01 year post basic certificate **Grade 2:** Experience minimum of 14 years appropriate /recognizable experience in nursing after registration as professional nurse with SANC on general nursing of which at least 10 years must be appropriate/recognizable experience after obtaining the post basic qualification in primary health care. Knowledge, Skills, Training and Competences Required: Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counseling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care.computer skills in basic programme nursing care processes and procedures nursing statutes and other related legal framework. Knowledge and understanding of human right charter, Batho Pele principle and labour relations act. Knowledge nursing act health act occupational health and safety act Interpersonal skills Leadership communication both Zulu and English skills Decision making and problem solving.

DUTIES : Provision of quality comprehensive PHC Package of service in line with NHI initiatives. Health Promotion, Disease prevention, curative and rehabilitation services. Provision of administration services Participate in the clinic arrangement and sustainability in the implementation Integrated Clinical Service management (ICSM).Provide support to CSO in the implementation of Health Patient Appointment System and pre-retrieval of patient files (HPRS).Provide quality and complete patient information in the Health Patient records Manage patients according to standard treatment guidelines and EML Perform all activities within HAST programme Implement Provider counseling and testing Implement Universal testing and treat as per guideline Implement and achieve individual targets linked to 90-90-90 strategy Increase Positive case finding through implementation of Index Testing and linkage to care. Work integrative with Ward Based Outreach teams towards achieving recension in care Participate in the Maternal, Child Women's health programme to achieve targets linked to the programme indicators. Participate in the achievement of couple year protection (Insertion of Long Acting Reversible Contraceptive Method) Perform cervical cancer screening as per cervical cancer screening policy Participate in the implementation of Youth Friendly Services. Stakeholder participation in the Operation Sukuma Sakhe and present health challenges for outputs for the facility catchment area. Participate in the community outreach services, campaigns and Izimbizo Provision of administrative services ensures proper, cost effective use of material resources. Identify needs of financial planning and indirect control of expenditure. Provide Clinical teaching and continuous training to other staff categories during in-service training programme Participate in quality, monitoring and evaluation of PHC programme Conduct clinical audits for priority programme, Analyze and develop quality improvement plans. Participate in the Quality programme that provide quality of care : Patient complaints, Safety incidence and Patient Experience of care and Waiting times Participating in the production of facility quality data, ensuring complete patient record, correct entries of data elements in the tick register and other relevant registers, compiling of daily, weekly and monthly statistics. Timeous submission of complete, reliable statistic. Act on the Generated line list reports from Tier.net and action them.

ENQUIRIES : Mrs. KB Moloi Tel No: (034) 331 3011

- APPLICATIONS** : Should be delivered to: KwaZulu-Natal Department of Health, The Hospital CEO, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980 Tel No: (034) 313011
- FOR ATTENTION NOTE** : Mr. AN Mange
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Note: Please note that due to financial constraints there will be on payment for S&T claims. Employment equity target African male.
- CLOSING DATE** : 20 March 2020
- POST 09/115** : **PROFESSIONAL NURSE SPECIALIY – (MARTENITY) GRADE 1 TO 2 REF NO: GJGM 37/2019 (X2 POSTS)**
Component: Maternity
Re-advertisement
- SALARY** : Grade 1: R383 226 per annum Plus 8% rural allowance
Grade 2: R471 333 per annum Plus 8% rural allowance
Benefits: 13th Cheque, home owner's allowance, and Medical aid optional (Employee must meet prescribed policy requirements)
- CENTRE REQUIREMENTS** : GJG Mpanza Regional Hospital
: **Grade 1** Diploma in General Nursing and Diploma in Midwifery Plus Advanced Midwifery. Proof of registration with SANC (2020 receipt) A minimum of **4 years** appropriate/recognizable experience after registration as a Professional Nurse with SANC in General Nursing. **Grade 2** A minimum of **14 years** appropriate recognizable experience in Nursing after registration as a professional nurse with SANC in General Nursing. At least **10 years** of the period referred to the above must be appropriate/recognisable experience in the specific speciality after obtaining the one year Post – Basic qualification in Maternity. Attach proof of working experience endorsed by HR Department. Knowledge, skills training and competencies required: Knowledge of Nursing Care, Processes and procedures, Nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organizational, Decision Making, Problem Solving and interpersonal Skills within the limits of the public Sector. Personal attitudes, responsiveness, professionalism, supportive, Assertive and must be a Team player.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/ legal frame. Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Ensure accurate record keeping for statistics purposes. Ensure adherence to principles of IPC practices in the unit. Assess and identify the relationship between normal physiological and specific system alterations associated with problems, disorders and treatment in pregnancy, labour, puerperium and neonates. Plan management according to identified problems. Implement plan of action in emergency situations according to protocols and guidelines. Evaluate the response to management.

**ENQUIRIES
APPLICATIONS**

Participate in training, monitoring and research with a view to increasing the body of knowledge in the midwifery practice. Assist Doctors in Management of Obstetric Emergencies. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery.

: Mrs D.S Khanyezi (Assistant Nursing Manager O&G) Tel No: (032) - 437 6040
: Applications to be forwarded to: Human Resources Department, Postal address: The Human Resource Manager, GJGM Hospital, Private Bag x10609, Stanger 4450 Physical address: The Human Resource Department, Corner of Patterson & King Shaka Street

**FOR ATTENTION
NOTE**

: Mr. S. Govender (Human Resource Manager)
: Directions to Candidates: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM17/2019 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the Post Note: Due to the severe budget constraints, the department is experiencing, S&T will not be paid to any candidate that is attending the interview process.

CLOSING DATE

: 20 March 2020

POST 09/116

**PROFESSIONAL NURSE SPECIALTY – OPHTHALMOLOGY GRADE 1 TO 2
REF NO: ST 14/2019 (X1 POST)**

Component: Ophthalmology
Re-advertisement

SALARY

: Grade 1: R383 226 per annum Plus 8% rural allowance
Grade 2: R471 333 per annum Plus 8% rural allowance
Benefits: 13th Cheque, home owner's allowance, and Medical aid optional Employee must meet prescribed policy requirements]

**CENTRE
REQUIREMENTS**

: GJG Mpanza Hospital
: Diploma or Degree in General Nursing AND Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse Plus Registration with SANC as a Professional Nurse. Post basic Diploma Nursing Qualification in Relevant Speciality (Ophthalmology) with duration of one year accredited with SANC. Proof of current registration (2019 receipt) proof of current registration (2019 receipt) proof of current/previous work experience endorsed and stamped by HR must be attached. Experience: **Grade 1:** A minimum of four (4) years appropriate recognizable experience in Nursing after registration as a professional nurse. **Grade 2:** A minimum of 14 years appropriate recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing.at least 10 years of the period referred to the above must be appropriate/recognizable experience in the specific specialty after obtaining the one year post – Basic qualification in relevant specialty. Knowledge, skills training and competencies required: Knowledge of Nursing Care, Processes and procedures, Nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organizational, Decision Making, Problem Solving and interpersonal Skills within the limits of the public Sector. Personal attitudes, responsiveness, professionalism, supportive, Assertive and must be a Team player.

DUTIES

: Assist in planning/organizing and monitoring of the objectives of the specialized

unit in consultation with subordinates. Provide a therapeutic environment for staff, patients and public. Provide comprehensive, quality nursing care as a member of the multi-disciplinary team according to the identified needs of the patient, based on scientific principles. Delegate duties and support staff in the execution of patient care delivery. Provide direct and indirect supervision of all nursing staff/housekeeping staff and give guidance. Ensure continuity of patient care on all levels e.g. work book, handover rounds. Do readjustments as required on the shift to provide adequate nursing cover. Assist in record keeping and providing statistical information on training and staffing as requested including agency staff. Assist in evaluation of staff on work performance – according to staff management system. Execute disciplinary code and grievance procedure executed up to a certain level then referred to the nurse to the nurse manager. Monitor financial resources with emphasis on cost containment and keeping of all records within the financial policies regarding tenders, procurement and the policy regarding revenue generation, e.g. UPFS. Order and monitor appropriate levels of consumables i.e. according to norms. Check all equipment to ensure working order and refer for repairs. Assess the suitability of equipment and consumables for specialized areas. Give budget inputs regarding consumables and equipment budget for financial year. Exercise the control functions to meet medical/legal obligations, i.e. weekly schedule drugs control, control of medication used. Check ward dispensary. Assist in orientation, induction and mentoring of all nursing staff and orientation of the other staff. Assist in the planning coordination of training and promote learning opportunities for all nursing categories i.e. on the job training.

- ENQUIRIES** : Mr S.W Dlamini (Assistant Manager Nursing) Tel No: (032) 437 6183
- APPLICATIONS** : Applications to be forwarded to: Human Resources Registry Department
Postal address: The Human Resource Manager, GJG Mpanza Hospital, Private Bag x10609, Stanger 4450 Physical address: The Human Resource Department, Corner of Patterson & King Shaka Street
- FOR ATTENTION** : Mr. S. Govender (Human Resource Manager)
- NOTE** : Directions to Candidates: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. GJGM17/2019 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. Note: Due to the severe budget constraints, the department is experiencing, S&T will not be paid to any candidate that is attending the interview process.
- CLOSING DATE** : 20 March 2020
- POST 09/117** : **CLINICAL NURSE PRACTITIONER GR 1, 2 REF NO: GAM CHC 2 /2020**
- SALARY** : Grade 1: R383 226 per annum
Grade 2: R471 333 per annum
Other Benefits 13th Cheque Medical Aid (Optional) Housing allowance (employee must meet prescribed requirements) 12 % rural allowance Uniform allowance
- CENTRE** : Gamalakhe CHC
- REQUIREMENTS** : STD 10 Certificate Degree/Diploma in General nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Current Registration with SANC (2020 Receipt) Previous and current proof of experience endorsed by

Human Resource must be attached (with complete dates, months and year) Experience:-**Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing, after registration as a Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing of which 10 years must be experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills and Competencies Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc. Leadership, organizational, decision making and problem solving abilities. Report writing skills, and time management skills, good communication, interpersonal relations, counseling and conflict management skills Interpersonal skills including public relations, negotiating, conflict handling and counselling. Financial and budgetary knowledge. Good in-sight of procedures and policies pertaining to nursing care. Computer skills in basic programs Knowledge of HIV/AIDS plus TB programme.

- DUTIES** : Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community. Provide administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Execute disciplinary code and grievance procedure at his/her level. Assist in conducting orientation and induction to all new staff members. Implement and maintain clinical competencies to ensure scientific of nursing process, policies and standards are maintain. Ensure that all administrative functions required in the component are performed to the required standards including performance management development system (EPMDS) Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Promote scientific quality nursing care by functioning as a therapeutic team, coordinating between CHC and community and preventing medico-legal hazards. Encourage research by assisting in departmental projects and always ensuring that the community needs, are taken into account including. Ability to handle obstetric and emergencies and high risk conditions and advocate for Nursing Professionalism and Ethics Assist the unit manager with overall management and necessary support for effective functioning in the facility. Maintain client satisfaction through quality services, innovation and professional nursing care by holding Batho Pele principles and standards set by the accreditation. Participate in clinical records audits, PPIP and CHIPP as well as conducting ESMOE drills. Participate in multidisciplinary teams (OSS) and outreach services with stakeholders including NGO's, other governmental departments.
- ENQUIRIES** : Mrs P.N Kuboni Tel No: (039) 318 1113
- APPLICATIONS** : Should Be Forwarded To: The CHC Manager Gamalakhe Community Health Centre Private Bag X 709 Gamalakhe 4249.
- FOR ATTENTION** : Human Resource Department
- CLOSING DATE** : 20 March 2020
- POST 09/118** : **ASSISTANT DIRECTOR: HRM REF NO: MURCH 01/2020 (X1 POST)**
- SALARY** : R376 596.per annum. Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional)
- CENTRE** : Murchison Hospital
- REQUIREMENTS** : Matric (grade12). Degree/National Diploma in Human Resource Management/Public Management. 3-5 years' experience in Human Resource Component, of which three (03) years must be supervisory level. A valid code B (08) drivers license. Proof of current and previous work experience endorsed and stamped by Human Resources Manager. Recommendations: Knowledge of Persal System and Computer literacy (MS Word, MS Excel, MS PowerPoint) Knowledge, Skills And Competencies: Broad knowledge and understanding of Human Resource Management .In-depth knowledge of relevant acts, policies, regulations in Human Resource Management. Sound knowledge of Persal, project and financial management. Sound decision making, planning and leadership skills. Good communication (verbal and written) skills.
- DUTIES** : Management of day-to-day functioning of Human Resource Department (Labour Relations, HR Practices, Employee Wellness, HR Development & Planning) in the hospital to ensure the rendering of high quality services.

Participate in the development of Human Resources policies that are in line with HR strategies of the department and ensure that they are implemented. Management and control of compensation of employee's budgets and resources allocated to Human Resources component. Plan Control and monitor personnel budget and expenditure for the entire institution. Develop Human Resource Plan and Employment equity plan for the hospital and ensure that they are put into practice. Identify training needs and ensure the implementation of in-service training programmes. Promote efficiency in a manner which financial and human resources are utilized in HR department and that the use of resources is in accordance with relevant government prescripts. Management of recruitment and selection of staff in different fields within the hospital and attached clinics. Promote and maintain labour peace within the institution and also represent the institution at conciliation and arbitration sittings Advise managers and supervisors on all Human resources management matters to ensure that they conform to the public service act and other relevant legislation. Investigate and preside over disciplinary cases within the institution and district wide Attend institutional, district and provincial meetings.

**ENQUIRIES
APPLICATIONS**

: Mr. RE Manyokole Tel No: (039) 6877311 ext. 122
 : All Applications should be forwarded to: Chief Executive Officer P/Bag X701
 Portshepstone 4240 or Hand Delivered To: Human Resources Department
 Murchison Hospital.

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 and Identity document Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH 1/2020 NB: Failure to comply with the above instructions will disqualify applicants. 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) Applicants in possession 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 (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

CLOSING DATE

: 20 March 2020

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS

: Direct or hand deliver applications to the address indicated below: Head Office:
 Department of Social Development, Private Bag X9144, Pietermaritzburg 3200
 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3200.

**FOR ATTENTION
CLOSING DATE
NOTE**

: Ms PN Mkhize
 : 20 March 2020
 : Applications must be submitted on form Z83 and should be accompanied by a CV and original certified copies of all educational qualifications, Identity document and A Valid Driver's license required by the post advertised. Applications must be forwarded to relevant address. Applicants must indicate the reference number of the post applied and the centre on Form Z83. Application forms Z83 (Application for Employment) should be fully completed and signed by the applicant. Under no circumstances will faxed or e-mailed applications be accepted. The Department is an Equal Opportunity Affirmative Action employer. Applicants who will promote the achievement of employment equity targets and who meet minimum appointment requirements will be given preference. The employment is subject to signing of the employment contract and annual performance agreement. The candidates will be required to

undergo security clearance, competency based assessment, technical assessment and to disclose financial interests in accordance with relevant prescripts. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful.

MANAGEMENT ECHELON

POST 09/119 : **CHIEF DIRECTOR: STRATEGY AND SYSTEMS REF NO: DSD01/02/2020HO**
(Re-advertisement)

SALARY : R1 251 183 per annum (Level 14) (All-inclusive remuneration package)
CENTRE : Head Office
REQUIREMENTS : Qualifications: Bachelor's Degree in Public Administration/ Public Management/Social Sciences (NQF Level 7); A minimum of 5 years' experience at a senior managerial level in strategy and planning environment; A valid driver's license. Knowledge: Working knowledge of the Public Service; Policy Analysis and development; Public Service Act and Regulations; Labour Relations Act and Relevant Regulations; Interpretation of Statute; Administrative Law; Research Methodology; PFMA and Treasury Regulations; Organizational behavior analysis; Strategic business management; Ministerial Handbook; Social Dynamics of KwaZulu-Natal Communities; Employee Performance Management and Development System; Basic Conditions of Employment Act; Promotion of Equality and Prevention of Unfair Discrimination Act and other relevant Acts/Legislative Mandates. Skills/ Core competencies: strategic capability and leadership; people management and empowerment; financial management; change management; service delivery innovation; programme and project management; team building/motivation; problem solving and analysis; policy analysis and development; computer literacy; communication, presentation and negotiation.

DUTIES : Ensure the provision of integrated analysis and policy coordination services; Manage institutional performance assessment and programmes evaluation services; Manage and implement organizational development, change management and service delivery; Manage the provision of communication services and stakeholder management; Manage and facilitate the provision of information communication and technology management services; Provide leadership and strategic direction to the Chief Directorate and inputs to the Department strategy; Manage the resources of the Chief Directorate.

ENQUIRIES : Mr SG Ngubane Tel No: (033) 348 5518

POST 09/120 : **DIRECTOR: YOUTH AND WOMEN DEVELOPMENT REF NO: DSD02/02/2020HO**

SALARY : R1 057 326 per annum (Level 13) (All-inclusive remuneration package)
CENTRE : Head Office
REQUIREMENTS : Qualifications: Bachelor's Degree in Community Development/Development Studies/Social Sciences (NQF level 7); A minimum of 5 years' experience at a middle/senior managerial level in the community development environment; A valid driver's license. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Policy analysis and Development; Skills Development Act; National Skills Development Strategy; Labour Relations Act; Research Methodology; Public Finance Management Act; Treasury Regulations; Community Development; Community Outreach; Youth Development Policy; National Development Plan; Provincial Growth and Development Plan; Millennium Development goals; Service Delivery Frameworks; Social dynamics of KwaZulu Natal communities; Employee Performance Management and Development System. Skills/Core Competencies: strategic capability and leadership; people management and empowerment; financial management; change management; service delivery innovation; programme and project management; team building/motivation; problem solving and analysis; policy analysis and development; computer literacy; communication, presentation and negotiation.

DUTIES : Manage and monitor socio-economic development programmes for youth; Manage and monitor socio-economic development programmes for women; Manage and monitor the implementation of life and vocational skills

ENQUIRIES

development and empowerment; Manage the development and implementation of youth and women development policies and strategies; Manage resources of the directorate.
Dr FMD Xaba Tel No: (033) 264 2172