PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF HEALTH

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

OTHER POSTS

POST 17/101 : HEAD CLINICAL UNIT (ANAESTESIA) GRADE 1 REF NO: MAD 13/2020 (X1 POST)

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

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : MBCHB degree or equivalent qualification PLUS FC (Anaestesia) and M Med Anaestesia, Registration certificate with HPCSA as a Medical Specialist (Anaestesia), Current registration with HPCSA as a Medical Specialist (2020 Receipt), A minimum of 3 years’ experience after registration with HPCSA as a Medical Specialist (Anaestesia), Proof of current and previous work experience endorsed by HR (Certificate of service).Knowledge, Skills and Competencies required: -Knowledge of appropriate specialist procedures and protocols within the field of expertise, Knowledge of legislative prescripts governing the public service, Human Resource management, financial management and general administrative skills, control of budget, monitoring expenditure and project management. Computer literacy in MS Outlook, Excel, Word and PowerPoint. Report writing, Presentation and teaching skills. Strategic capability and leadership skills. Problem solving, Project management and change management. Concern for Excellency, courtesy and interpersonal skills. Awareness of cross-cultural differences.

DUTIES : Render efficient and cost effective Anaestesia clinical services to patients managed by Madadeni Hospital and its drainage sites. Support all other disciplines to render quality Intensive Care Unit clinical services. Deliver effective and efficient administration of the Anaestesia department. Plan and partake in the training of staff including Nurses, Clinical Support relevant clinical research and clinical trials. Provide clinical leadership, guidance and expertise in management of Anaestesia theatre cases. Conduct in–patient ICU clinical services consultation and provide expert opinion where required. Provide vision, strategic direction and inspire employees to deliver excellent quality health services. Manage the performance of allocated human resources. Ensure that working environment complies with Health and Safety Act. Staff adheres to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and manage protocols in accordance with Department of Health policies that will have a positive impact on staff and ensure that staff is aware and adhere to protocols. Compile medium and long term expenditure framework and implement fiscal control measures on an on-going basis. Provide measures and guidance on quality assurance to comply with set quality standards as laid out in the legislated norms and standards, including clinical protocols, clinical audits, patient safety incidents, mortality and morbidity reports. Generate reports, plan, presentations, and perform other administrative duties attached to this position. Improve management of referrals. Maintain clinical, Professional and ethical standards.

ENQURIES : Dr H.A Hlela Tel No: (034) 328 8007

APPLICATIONS : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.

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

CLOSING DATE : 31 July 2020

POST 17/102 : MANAGER NURSING REF NO: UMZ01/2020(X1 POST)

SALARY : R949 482 per annum (All – inclusive package) plus 12% rural Allowance

CENTRE : Umzimkulu Psychiatric Hospital

REQUIREMENTS : Senior Certificate /Matric or equivalent qualification plus, Diploma/Degree in Nursing or Equivalent qualification that allows registration with the SANC as a Professional Nurse. A minimum of 10 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience at management level. Current registration with South African Nursing Council (2020 SANC receipt). Provide proof of previous & current experience endorsed and stamped by Human Resources Component not Service Certificate Z-17. Knowledge, Skills, Training & Competencies required: Ability to work in multi – disciplinary team setting. Excellent communication skills. Strong leadership and problem solving skills. Program planning, implementation and evaluation. Advance understanding and application of nursing legislation and ethical nursing practices. Knowledge of Heath and Public Service Legislation, Regulations and Policies. Knowledge in National Core Standards, infection and prevention control practices. Proven facilitation skills. Ability to drive and implement change.

DUTIES : Provide guidance and leadership towards the realization of strategic goals and objectives of the division. Provide professional, technical and management support for the provision of quality patient care through proper management of nursing care programs. Advocate and ensure the promotion of nursing ethos and professionalism. Develop and monitor the implementation of policies, programmes, regulations practices procedures and standards pertaining to nursing care. Utilize information technology and other management information system to manage nursing information for the enhancement of service delivery. Establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promotes efficient and effective health care. Manage and utilise resources in accordance with relevant directives and legislation Recommendations Diploma/Degree in Nursing Administration or relevant Health Service Management. Proof of computer literacy. A valid driver’s license.

ENQUIRIES : Mr MK Mbewu Tel No: (039) 2590 310 EXT: 101

APPLICATIONS : All applications should be forwarded to The Human Resource Manager Umzimkulu Hospital Private Bag X 514 Umzimkulu 3297.

FOR ATTENTION NOTE : Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any government department or from the website: www.kznhealth.gov.za Certified copies of Identity documents, Grade 12 certificate or other required tertiary qualification certificate, a recent comprehensive Curriculum Vita, specifying all qualifications and experience must be attached, proof of previous and current experience endorsed & stamped by HR. NB: Certified copies should not be older than three months, not copies of certified copies & faxed, emailed applications will be accepted due to COVID -19 national disaster period & candidates will be expected to provide certified copies
on the date of the interview. The reference number must be indicated in the column provided on the form Z83, e.g. UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. Applications in possession of 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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. Please note that the target group in terms of Employment Equity Target for this post is an Indian Male/Female. People with disabilities are encouraged to apply.

CLOSING DATE : 31 July 2020

POST 17/103 : MEDICAL OFFICER (GRADES 1, 2&3) REF NO: NDW /MO/07/20 (X1 POST)

SALARY :
Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R1 089 693 per annum
Other Benefits: 13TH cheque, Medical Aid (Optional) Housing Allowance (employee to meet prescribed requirements), 18 % rural allowance.

CENTRE :
Ndwedwe CHC

REQUIREMENTS :
Grade: 1 Experience not applicable
Grade 2 Experience: Five years appropriate experience as a Medical Officer after register registration with HPCSA as an independent Medical Practitioner.
Grade 3 Experience: Ten years appropriate experience as a Medical officer after registration with HPCSA as an Independent Medical Practitioner. Senior Certificate STD 10/ Grade 12, MBChB. Degree or equivalent qualifications: plus Current registration with HPCSA post – community service, or foreign Workforce Management Programme (FWMP) approval from NDOH to register with HPCSA plus police clearance and SAQA verification foreign graduates. Proof of work experience for previous and current work experience endorsed and stamped by HR must be attached. Registration with HPCSA as an Independent Medical Practitioner. Knowledge, Skills And Competencies Required: Sound Knowledge of clinical and surgical skills necessary at community health Centre level. Emergency management/stabilization of trauma, medical, pediatric and surgical cases Management of psychiatric emergencies before referral to higher levels of care complying with the Mental Health Care Act, Ability to conduct minor surgical and basic resuscitation procedures Knowledge and skills in internal medicine (including knowledge of the current National Guidelines on the Management of HIV/AIDS and T.B) Pediatrics and Obstetrics and Gynecology Good communication and inter personal skills Computer literacy Teaching and supervision skills and knowledge of the relevant current Health and Public Services Legislations, regulations and Policies.

DUTIES :
Evidence based examination, diagnosis and treatment of patient in OPD, emergency room, maternity, pediatrics ARV and mental health. Active participation in quality assurance, quality improvement project (patient satisfaction survey/ waiting time surveys and clinical audits), morbidity reviews, monthly audits, and development of clinical guidelines and policies to improve patient care. Flexibility in working in any in the CHC as may be necessary. Diagnosing and facilitating timely patient’s referral to higher level of care when applicable. Active participation in training and supervision of interns and community service doctors. Facilitation of staff training and on-going medical education Maintain and continuously improve professional and ethical standards. Instill confidence in the public service and also in the Medical profession through exemplary behavior Participation is commuted overtime duties is mandatory.

ENQUIRIES :
Dr O Ayeni Tel No: (032) 532 3048/50
APPLICATIONS: All applicants should be forwarded to: The Chief Executive Officer Ndwedwe CHC Private Bag x 528 Ndwedwe 4342

FOR ATTENTION: Dr. O Ayeni Tel No: (032) 532 3050

NOTE: Directions To Candidates The following documents must be submitted: Application for Employment form (Z83) which is obtainable at any Government. Department or from website www.kznhealth.gov.za. Certified copies of highest educational qualifications – not copies of certified copies. Certified copies of registration certificates where applicable and SANCA receipts. Curriculum Vitae The reference number must be indicated in the column provided in the Z83, e.g. SAP2/2010 Due to the large number of applications we envisage to receive, applications will not be Acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department) “People with disabilities should feel free to apply”. NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.

CLOSING DATE: 31 July 2020

POST 17/104: MEDICAL OFFICER (INTERNAL MEDICINE) (GRADE 1-3) REF NO: MAD 14/2020 (X1 POST)

SALARY: Grade 1: R821 205 – R884 670 per annum
Grade 2: R938 964 – R1 026 693 per annum
Grade 3: R1 089 693 – R1 362 366 per annum. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.

CENTRE: Madadeni Provincial Hospital

REQUIREMENTS:
- MBChB degree or equivalent qualification plus, proof of current registration with HPSCA (2020 Receipt).
- Certificate of current registration with HPCSA as a Medical Practitioner.
- Proof of current and previous work experience endorsed by HR (Certificate of Service).
- Experience: Medical Officer Grade 1: No experience required from South African qualified employees. One (1) year relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 2: Five (5) years’ relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner. Six (6) years’ relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 3: Ten (10) years’ relevant experience as Medical Officer after registration with the HPCSA as a Medical Practitioner. Eleven (11) years’ relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

Knowledge, Skills and Competencies required:
- Sound clinical skills and 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, diligent, responsible and engage when necessary.
- Knowledge of current health policies, legislation, programmes and priorities within the domain.
- Ability to teach, guide and junior staff within the department.

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

ENQUIRIES: Dr. Y Mahomed Tel No: (034) 328 8000
APPLICATIONS: All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag x6642, Newcastle, 2940.

FOR ATTENTION: The Recruitment Officer

CLOSING DATE: 31 July 2020

POST 17/105: MEDICAL OFFICER REF NO: UMP 9/2020

SALARY:
- Grade 1: R821 205 per annum (Inclusive salary package)
- Grade 2: R938 964 per annum (Inclusive salary package)
- Grade 3: R1 089 693 per annum (Inclusive salary package)

CENTRE: Umphumulo Hospital

REQUIREMENTS:
- Appropriate Medical Degree (MBCHB) or equivalent Plus Registration as medical practitioner with the Health Professional Council of South Africa. A sound working knowledge in the basic medical disciplines to allow accurate diagnosis and appropriate management of clinical problems with specific emphasis on surgery. Broad knowledge of medicine and surgery as well as Obstet & Gynae, Paediatrics, Trauma. Ability to function in a multidisciplinary team. Proof of current and previous work experience endorsed and stamped by Human Resources Good communication and interpersonal skills. Grade 1: Experience – Nil for South African Medical Practitioner OR 1 year relevant experience after registration as Medical Practitioner with recognized Health Professional Council in respect of foreign qualified doctors. Grade 2: Experience – 5 years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner OR 6 years’ relevant experience after registration as Medical Practitioner with recognized Health Professional Council in respect of foreign qualified doctors. Grade 3: Experience – 10 years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner or 11 year’s relevant experience after registration as Medical Practitioner with recognized Health Professional Council in respect of foreign qualified doctors.

DUTIES:
- Examine, investigate and oversee treatment of patients. Ensure effective, early, correct and cost effective, investigation and follow up treatment of patients. Provide a holistic patient care, inclusive of examining and formulating of patient treatment plans Maintain accurate and appropriate patient records in accordance with legal/ethical consideration and continuity of patient care. Provide preventative health interventions Perform operating theatre work on an elective and emergency basis e.g. caesarian section, minor surgical procedures etc. Participate in emergency after hours service. Actively participate in quality improvement programmes (morbidity and mortality meetings, clinical audits and risk management). Perform medico legal duties Facilitate staff training and continuous medical education. Assist with the development of district hospital services Supervise and assist junior peers. Provide support to head of department and ensure that efficient standards of patient care and service is maintained.

ENQUIRIES:
- Dr. T. Zintonga Tel No: (032) 4814195

APPLICATIONS:
- Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.

FOR ATTENTION:
- Mr S. M. Naidoo

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

CLOSING DATE : 31 July 2020

POST 17/106 : DEPUTY MANAGER - NURSING REF NO: UMP 10/2020

SALARY : Grade 1: R821 205 per annum (Inclusive salary package)
         Grade 2: R938 964 per annum (Inclusive salary package)
         Grade 3: R1 089 693 per annum (Inclusive salary package)

CENTRE REQUIREMENTS : Umphumulo Hospital

REQUIREMENTS : Senior Certificate plus Degree/Diploma in General Nursing and Midwifery plus Certificate of Registration with the South African Nursing Council as a Professional Nurse and Midwife plus A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC. At least 4 years of the period referred to above must be appropriate/recognisable experience at management level. Code B driver’s licence. Proof of current and previous experience endorsed and stamped by the employer/s must be attached. Current registration with SANC (2020 receipt). Knowledge of legislation and planning framework. Leadership, Management, planning, organization and co-ordination skills. Basic understanding of HR and Financial policies and practices. Basic understanding of the legislative framework governing the public service. Computer literacy to adequately manage information according to the requirements of the facility. Knowledge of hospital quality assurance and infection control practices. Decision making skills.

DUTIES : Exercise overall control of Nursing Care, including information and implementation of Nursing Programmes and the execution and evaluation thereof. Manage the formulation and implementation of Strategic plan, Operational plan, Business plan, policies and procedures of nursing services. Demonstrate the facility’s commitment to quality care by ensuring compliance to National Core Standards and Infection Prevention and Control. Execute duties and function with proficiency, in support of aims and strategic objectives of the institution and the Department of Health. Ensure control of disciplinary matters, grievances and labour issues in the nursing sector. Timeously submit verbal and written reports to the CEO. Manage and utilize resources in accordance with relevant directives and legislation. Conduct clinical audits and co-ordinate, facilitate and implement quality improvement initiatives and Good Governance Advocate and promote nursing ethos and professionalism. Ensure effective employee performance management. Identify training needs and implement intervention strategies. Facilitate clinical workshops to update nursing staff. Ensure compliance with statistic collection and adher ence to data management principles of KZNDOH.

ENQUIRIES : Dr. M. J. Zulu Tel No: (032) 4814101

APPLICATIONS : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo 4470 or hand delivered to Umphumulo Hospital, Human Resource Department,

FOR ATTENTION : Mr S. M. Naidoo

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

CLOSING DATE : 31 July 2020

POST 17/107 : MEDICAL OFFICER REF NO: CBH06/2020 (X1 POST)

SALARY : Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R1 089 693 per annum
Other Benefits: 18% rural allowance, 13th cheque, Medical aid (optional) and commuted overtime

CENTRE : Catherine Booth Hospital

REQUIREMENTS : Standard 10, Matric, Grade 12 or equivalent. An appropriate qualification in the appropriate Health Sciences (MBChB or equivalent). Current registration with the HPCSA as a Medical Practitioner. Non South African citizen applicants need to have a valid work permit in accordance with HRM circular no: 49/2008 obtainable from any government department. Certificate/s of service from current and or previous Employer stamped and endorsed by HR Department. **Grade 1:** Registration with HPCSA as a Medical Practitioner. Foreign candidates require 1 year relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. **Grade 2:** Minimum of 5 years’ experience after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. **Grade 3:** Minimum of 10 years’ experience after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. Sound knowledge of clinical and surgical skills associated within the practice of a District Level hospital, e.g. Caesarian sections and spinal anaesthetics, circumcisions, etc. Knowledge and skills in, inter alia, General Medicine including management of HIV/AIDS and TB, General Surgery, Paediatrics and Obstetrics & Gynecology. Good communication and interpersonal skills. Knowledge of MDR-TB. Knowledge of all applicable legislation.

DUTIES : Clinical and administrative duties. Implement quality standards and practices and treatment protocols so as to ensure correct and effective management of patients. Examination, diagnosis and treatment of patients in OPD/casualty, maternity, paediatric and adult wards and clinics. Diagnosing and facilitating referrals to higher level of care. Perform certain emergency procedures including cesarean sections and administer anaesthesia. Facilitation of staff training and ongoing medical education. Manage patients in the MDR-TB unit.

ENQUIRIES : Dr. N. Sunderlall Tel No: (035) 474 8407/8/9

APPLICATIONS : All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, UMlalazi Municipality Ward15, Amatikulu, 3801

NOTE : Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-www.kznhealth.gov.za, Matric certificate, identity document, copy/copies of highest qualification(s), Proof of registration, Proof of citizenship if not RSA citizen (all certified copies must be not more than three months old), A comprehensive CV indicating three reference persons: Names and contact numbers. Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted.

CLOSING DATE : 31 July 2020
POST 17/108: PHARMACY SUPERVISOR REF NO: GJC 08/2020

SALARY: R821 205 per annum. Other Benefits: 13th cheque, 17% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

CENTRE: GJ Crookes Hospital

REQUIREMENTS: Senior certificate (Grade 12) and Bachelor’s Degree in pharmacy Certificate of registration as a pharmacist with South African Pharmacist (SAPC); Current registration with the South African Pharmacy Council (SAPC). A minimum of 5 years appropriate working experience after registration with SAPC as Pharmacist. Knowledge: Sound understanding of relevant legislation, Acts, policies, procedures and delegation pertaining to pharmacy including essential Drugs Lists (EDL) and Standard Treatment Guidelines (STD), District Health System and IDEAL PHC & HOSPITAL standards. Knowledge of the principles of drug therapy and the function and operations of a Drugs and Therapeutics Committee. Conflict Management skills. Computer Rx stock management literacy. Sound interpersonal, communication, organizing, planning, and decision making skills.

DUTIES: To provide efficient and effective delivery of pharmaceutical services in accordance with legislation and the provisions of the national drug policy. Assist the Pharmacy Manager with the responsibility for all the staff and all sections of the pharmacy department. Assist the Pharmacy Manager with the running and co-ordination of the institution pharmacy and therapeutics. Deputize in the absence of the Pharmacy Manager. Assist with Ideal Hospital & PHC Adherence. Training of pharmacy assistants, intern and community service pharmacists. Exercise control over expenditure by ensuring non wastage of pharmaceuticals and other Resources

ENQUIRIES: Mrs N Pillay Tel No: (039) 978 7185

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

FOR ATTENTION: Mr. JL Majola

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

CLOSING DATE: 31 July 2020 at 16h00

POST 17/109: OPERATIONAL MANAGER (PRIMARY HEALTHCARE) REF NO: GJC 09/2020

SALARY: R562 800 per annum. Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

CENTRE: GJ Crookes Hospital – Dududu Clinic

REQUIREMENTS: Grade 12. Current SANC receipt (2020). Diploma/Degree in General nursing and midwifery plus 1 year post basic qualification in Primary Health Care. Current registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery of which at least 5 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Valid Code 08 drivers licence. Proof of current and previous experience endorsed by Human Resources Knowledge: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Negotiating, Interpersonal skills, conflict
handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Basic Computer Skills.

**DUTIES**

Supervise and develop all practices and systems to deliver a comprehensive, integrated Primary Health Care for all sectors of the community. Ensure the development and review a community profile to ensure focused emphasis on the health promotion and prevention of diseases to provide community based activities for health promotion and disease prevention. Ensure the effective and efficient allocation of resources, including the development of staff, budgetary, procurement planning inputs and maintenance of the prescribed information management system(s). Undertake monitoring and evaluation functions at the clinic and catchment area, ensuring verified data returns, analysis of data for local use and if required plan and implement corrective actions. Undertake comprehensive supervision of staff. Provide accurate reports to the District office. Deal with disciplinary issues, grievances and other labour issues including monitoring and managing absenteeism.

**ENQUIRIES**

Ms NB Tibe Tel No: (039) 976 1670

**APPLICATIONS**

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

**FOR ATTENTION**

Mr. JL Majola

**NOTE**

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

**CLOSING DATE**

31 July 2020 at 16h00

**POST 17/110**

CHIEF DIAGNOSTIC RADIOGRAPHER (SONOGRAPHER) REF NO: ITSH 13/2020

**SALARY**

R466 119 per annum, other benefit: 13 cheque, 17% rural allowance, home owners allowance (employee must meet prescribed requirements), Medical Aid (optional)

**CENTRE**

Itshelejuba Hospital

**REQUIREMENTS**

National Senior Certificates (Grade 12) 3 year Diploma or Degree in Diagnostic Radiographer. Certified copy of identity document. Certified copy of original registration with HPCSA as Diagnostic Radiographer. Certified copy of original registration with HPCSA for 2020/2021 as a Diagnostic Radiographer. Certificate of service to be attached as proof of experience. Experience: Minimum of three (3) years of experience after Registration with in a respect of South African qualified employees who performed Community Service. Minimum of 4 years relevant working experience after registration with HPCSA in respect of foreign qualified employees of who are not required to performed Community Service. Knowledge, Skills, Training and Competencies Required: Sound knowledge of obstetrics & Gynaecology, general, cardiac and vascular ultrasound procedures and equipment. Basic knowledge of musculoskeletal ultrasound. Knowledge of Public Service, Acts & Regulations including the PFMA, HRM policies etc. Knowledge of quality assessment procedure and methods. Knowledge of Legislation pertaining to Radiography (Radiation Control & Safety), Knowledge of Employee Performance Management Development System (EPMDS). Knowledge of Quality Assurance procedures and methods. Good leadership, negotiation, problem solving, communication and interpersonal skills.

**DUTIES**

Provide high quality radiography service while observing safe radiation protection standards. Participate in a 24 hour roster system which includes nights, weekend and public holidays and standby duties. Utilize and maintain equipment professional to ensure patient safety while adhering to professional prescripts. Working knowledge and experience on EPMDS and be responsible for the EPMDS of allocated staff members. Provide assistance, supervision and training to junior
staff. Preform reception and administrative duties as required. Participate in Quality Assurance and Quality improvement programs, policy making, in-service training and National Core Standards. Participate in institutional radiographic policy analysis, formulation and planning for service delivery to ensure that the service complies with radiation control legislation. Deal with grievances and labour relations issues in terms of laid down policies. Give factual information to patients and clients on Diagnostic Radiography. Promote Batho Pele principles in the execution of all duties for effective and efficient service delivery. Ensure health and safety rule and regulations are adhered to.

ENQUIRIES: All enquiries should be directed to Dr SF Simelane Tel No: (034) 4134000

APPLICATIONS: All 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, e.g. 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: 31 July 2020

POST 17/111: CLINICAL PROGRAMME COORDINATOR (QUALITY ASSURANCE) REF NO: UMZ03/2020 (X 1 POST)

SALARY: R444 276 per annum. Other Benefits: 13 Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet Prescribed requirement) plus 12 % rural Allowance

CENTRE: Umzimkulu Psychiatric Hospital

REQUIREMENTS: Senior Certificate /Matric or equivalent qualification plus, Diploma/Degree in Nursing or Equivalent qualification that allows registration with the SANC as a Professional Nurse. A minimum of 7 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Current registration with South African Nursing Council (2020 SANC receipt). Provide proof of previous & current experience endorsed and stamped by Human Resources Component not Service Certificate Z-17. Knowledge, Skills, Training & Competencies required: High level of interpersonal relationship. Working knowledge of health policies & current Public related Legislation. High level of verbal and written communication. Presentation and facilitation skills. Ability to liaise with management. Assertiveness and diplomacy. Problem solving abilities

DUTIES: Ensure functionality of all Clinical Governance structures. Facilitate the assessments of PEC, National Core Standards, ideal Hospital (HRM) and waiting times. Facilitate the development of QIPs and monitor the implementation and process report. Ensure the effective and efficient utilization of resources. Plan, direct and co-ordinate quality assurance programs. Work as part of a multi – disciplinary team to ensure delivery of quality of good quality care by the nursing, medical, allied and non – clinical teams. Perform quality improvement audits and surveys monthly and report to senior management. Monitor and evaluate delivery of quality care at the hospital. Promote quality culture within the hospital. Manage patient safety incidents and complaints. Facilitate development of Standard Operating Procedures (SOPs). Recommendations: A valid driver’s license. Proof of computer literacy in Microsoft package (Word processing & Spreadsheet).

ENQUIRIES: Mr MK Mbewu Tel No: (039) 2590 310 EXT: 101
APPLICATIONS: All applications should be forwarded to The Human Resource Manager, Umzimkulu Hospital Private Bag X 514, Umzimkulu, 3297

FOR ATTENTION: Mr EN Bangani

NOTE: Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any government department or from the website: www.kznhealth.gov.za. Certified copies of identity documents, Grade 12 certificate or other required tertiary qualification certificate, a recent comprehensive Curriculum Vita, specifying all qualifications and experience must be attached, proof of previous and current experience endorsed & stamped by HR. NB: Certified copies should not be older than three months, not copies of certified copies & faxed, emailed applications will be accepted due to COVID-19 national disaster period & candidates will be expected to provide certified copies on the date of the interview. The reference number must be indicated in the column provided on the form Z83, e.g. UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. Applications in possession of 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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. Please note that the target group in terms of Employment Equity Target for this post is an Indian Male/Female. People with disabilities are encouraged to apply.

CLOSING DATE: 31 July 2020

POST 17/112: CLINICAL PROGRAMME CO-ORDINATOR- (MNCW &H) (GRADE 1) REF NO: ILE 04/2020 (X1 POST)

Component: ILE: DIV: MCWH & PMTCT

SALARY: R444 276 per annum. Benefits 13th Cheque, home owner’s allowance, and Medical aid optional [Employee must meet prescribed conditions].

CENTRE: Ilembe Health District Office

REQUIREMENTS: Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate), B. Degree or National Diploma in General nurse & midwifery/ Accoucheur, Current registration with SANC as General Nurse and midwifery/Accoucheur,a minimum of 7 years appropriate/recognizable nursing experience after registration as Professional Nurse. Valid Driver’s License: code 08).NB: Proof of previous and current work experience endorsed and stamped by HR Office must be attached. Recommendations: Supervision and management in a maternity setting. Advanced Midwifery qualification. Strong interpersonal and communication skills. Report writing, Knowledge on District Health Systems, knowledge of relevant regulation and policies. An understanding of challenges facing the Public Health sector. Ability to translate and transform objectives into practical plan. Leadership, organizational, decision making and problem solving abilities within the DHS framework. Information management skills. Ability to work under pressure. Ability to implement objectives as set for the service. Leadership skills. Organisational and decision-making abilities within the limits of the public sector and institutional policy. N.B. All successful candidates/applicants will be subject to driving competency assessment prior to appointment.

DUTIES: Develop, implement and monitor the MNCWH plan in line with the District Health Plan. Coordinate the implementation of PMTCT, MCWH and nutrition programmes in accordance with the Provincial and District policies. Monitor and evaluate the implementation of PMTCT, MCWH and nutrition in the district. Strengthen partnership and communication with internal and external stakeholders. Facilitate achievement of targets as set out in the annual performance agreement's-ordinates and facilitate MNCWH in-service Training and Workshops. Ensure that clinical
audits are conducted. Ensure integration of MNCWH with other Health programs. Monitor indicators which measure the health practices. Provide support, guidance and mentoring to health facilities with an aim of improving quality of patient care. Manage all resources allocated to MNCWH. Ensure that an orientation and induction programme is in place for newly appointed midwives. Ensure Programme integration into Sukuma Sakhe Objectives. Facilitate, conduct and support mortality meetings. Compile monthly, quarterly and annual reports. Participate in district quality improvement activities. Participate in the district activities that are aimed at reducing the impact of COVID 19 pandemic on the MNCWH programme outcomes and on the community at large.

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

APPLICATIONS
Please Forward Applications To: The District Director, Ilembe Health District Office, Private Bag x10620, Kwa Dukuza 4450.

FOR ATTENTION
Human Resource Department

NOTE
Directions to Candidates: The following documents must be submitted. Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za Originally signed Z83 must be accompanied by a detailed CV and originally recently certified copies of highest educational qualification/s (not copies of certified copies) of required educational qualifications set out in the advertisement plus certified I.D Copy, Updated Curriculum Vitae. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. ILE/01/2019.NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s).This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. CLOSING DATE: 31 July 2020

POST 17/113: SONOGRAPHER GR1 REF NO: OTH CHC 12/2020 (X1 POST)

SALARY
Grade 1: R395 703 per annum. Other benefits: 13th cheque, Medical Aid (Optional), Home owner’s allowance (employee must meet prescribed Requirements).

CENTRE
Othobothini Community Health Centre (Jozini)

REQUIREMENTS
Matric/Grade 12. Diploma/ Degree in Ultrasound Radiology. 4 years appropriate experience after registration with Health Professional Council of South Africa (HPCSA) as a Diagnostic Radiography. Registration certificate with HPCSA as an Ultrasound Radiology and current registration with HPCSA (2020).NB: kindly attach certificate of service/ proof of work experience endorsed by hr.knowledge, skills, training and competencies required: Sound knowledge of ultrasound procedures, Knowledge of relevant Health & Safety policies regulations and acts. Knowledge of quality assurance procedures and methods. Sound communication, interpersonal, problem solving, teaching and training skills.

DUTIES
Provide high quality ultrasound services according to patient needs. To promote good health practices and ensure optimal patient care. Execute all ultrasound procedures competently to prevent complications. Perform general administrative duties as required. Provide guidance and supervision to junior staff and students. Participate in institutional radiographic policy making and planning for service delivery. Promote Batho Pele principles in the execution of all duties for effective service delivery. Give factual information to patients and clients on ultrasound examinations. Participate in departmental Quality Assurance, Quality improvement programmes and National core standards. Inspect and use equipment professionally to ensure that they comply with safety standards. Develop protocols
to ensure that sonographic services comply with the required prescripts. Participate in Ultrasound quality assurance programmes. Participate in continued professional development (CPD) Programmes.

ENQUIRIES
Dr. Z.V Myeni (Clinical Manager) Tel No: 066 383 0689

APPLICATIONS
Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, JOZINI, 3969 OR hand deliver to Othobothini CHC HR Department.

NOTE
Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website - www.kzhealth.gov.za. Certified copies of ID, Std 10 certificate, educational qualifications, and certificate of service / proof of experience signed by HR office must be submitted together with your CV. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

CLOSING DATE
31 July 2020

POST 17/114
CLINICAL NURSE PRACTITIONER (HAVILAND CLINIC) REF NO: EST/07/2020 (X1 POST)

Directorate: Nursing

SALARY
R383 226. per annum

CENTRE
Estcourt District Hospital

REQUIREMENTS
Senior Certificate (Grade 12). Diploma/Degree in General Nurse and Midwifery. A Post Basic qualification with a duration of at least one year accredited with SANC IN Primary Health Care. Current registration with SANC. 2020 SANC Annual practicing certificate (2020 receipt). A minimum of 04 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC in General Nursing. Proof of previous and current experience (Certificate of Service) and stamped by HR must be attached.

DUTIES
To execute duties and functions with proficiency in support of the aims and strategic objectives of the institution and to perform duties/functions within the prescripts of all applicable legislation. To provide quality comprehensive primary health care. Maintain client satisfaction through quality service, innovation and professional nursing care by upholding the principles of Batho Pele and the standards set by the accreditation process. Ensure provision of educational services to clients. Ensure proper utilization of resources and exercise care of the Government Property. Plan and organize services to ensure cost effective use of resources. Assess staff requirements based on workload. Identify areas for improvement, problems etc. and communicate these to sister in charge. Compile and analyses monthly statistics and use the information for future planning. Provide nursing care that leads to improved service delivery. Maintain client's satisfaction through quality services. Maintain clinical competence by ensuring that specific principles of nursing care are within the legal requirements.

ENQUIRIES
Mrs Z.E Mhlanga Tel No: (036) 342 7182

APPLICATIONS
Applications should be sending by courier, hand delivered to HR Department, No 1 old main road and posted to The Human Resource Department Estcourt Hospital P/Bag x 7058 Estcourt 3310, the HR Department, No 1 old main road, Estcourt.

NOTE
Applications must be submitted on Z83 obtainable from any Public Service Department or on the internet at www.dpsa.gov.za the completed documents and signed form should be accompanied by a recent updated CV as well as certified copies of all qualifications and ID documents (no copies of certified copies allowed. Certification should not be more than 3 months old). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidate s only if you have not been contacted within three (3) months after the closing date please accept that your application was unsuccessful. NB People with Disabilities Are Encouraged Applying. Successful Candidates Will Be Subjected To Medical Assessment.

CLOSING DATE
31 July 2020
POST 17/115 : CLINICAL NURSE PRACTITIONER GRADE1/2 – PHC REF NO: NOMOS/KWAMB/02/2020 (X2 POSTS)

SALARY : Grade 01: R383 226 – R444 276 per annum
Grade 02: R471 333 – R579 696 per annum
Other Benefits: Home Owner Allowance (conditions apply) 13th Cheque (conditions apply), Medical Aid (Optional) and once off annual uniform allowance ISRDS

CENTRE : Mosvold District Hospital – Kwambuzi PHC

REQUIREMENTS : Grade 01: Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a “Professional Nurse”. A post basic nursing qualification with duration of at least 1 year in ‘Curative Skills in Primary Health Care’ accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2020 APC receipt)/license to practice.
Grade 02: Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a “Professional Nurse”. A post basic nursing qualification with duration of at least 1 year in ‘Curative Skills in Primary Health Care’ accredited with SANC. A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post-basic qualification in the relevant specialty. Proof of current registration with SANC (2020 APC receipt)/license to practice. Recommendation(S); Midwifery qualification/registration certificate. Please provide all your certificate of service from previous and current employer endorsed and stamped by HR Department.

Knowledge, Skills, Training And Competencies Required: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles. Good interpersonal relationship skills and good listening skills and Good communication and problem solving skills. Co-ordination and planning skills and Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies. Sound knowledge of the health programmes run at the PHC level. Sound knowledge of the National core Standards and data management.

DUTIES : Demonstrate effective communication with patients, supervisory and other clinicians, including report writing and statistics. Assist the unit manager/ Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Implement and advocate for preventive and promotive health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Supervision of patients and provision of basic patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the therapeutically environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Ensure that programme specific data collected is timeous and accurate. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care. Refer patients promptly according to the set guidelines, protocols, policies. Ensure proper utilization and safe keeping of basic medical, surgical and pharmaceutical stock.

ENQUIRIES : Ms GP Mngomezulu Tel No: (035) 591 0122 EXT 123
APPLICATIONS : All applications to be forwarded to: The Assistant Director: HRM Mosvold District Hospital; Private Bag X 2211; Ingwavuma; 3968.
FOR ATTENTION : Mr VM Phewa
CLOSING DATE : 31 July 2020
POST 17/116

PROFESSIONAL NURSING (SPECIALTY) EMPLOYEE WELLNESS REF NO: CTK 08/2020 (X1 POST)

SALARY:
- Grade I: R383 226 per annum
- Grade 2: R471 333 per annum
- Other Benefits: 13th Cheque, 8% rural allowance, Medical aid (optional), Housing Allowance (employee to meet prescribed requirements)

CENTRE:
Christ the King Hospital (IXOPO)

REQUIREMENTS:
- Senior Certificate/STD 10/ Grade 12. Basic R425 qualification (diploma/degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. 1 year post basic qualification in Occupational Health accredited with SANC. Grade 1: A minimum of four (4) years appropriate/recognizable experience in nursing after registration with SANC as a professional nurse in general nursing plus post basic qualification of at least on (1) year accredited with SANC in Occupational Health. Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a professional nursing general nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in Occupational Health after obtaining specialty in Occupational Health Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework, e.g. Nursing Act, Health Act, Occupational Health and Safety, etc. Good knowledge of Occupational Health and Safety and Compensation for Injuries and Diseases Act (COIDA). Ability to function as part of a multidisciplinary team to ensure good nursing care. Good communication and problem solving skills. Computer literacy (MS Word, MS Excel, MS Power Point and MS Outlook). Ability to develop and implement policies

DUTIES:
- Conduct medical surveillance and baseline surveys of all staff. Treat injuries and illnesses for employees including follow ups and referrals. Ensure that IOD’s are attended to and that relevant forms are submitted to the Department of Labour. Maintain accurate staff records. Implement procedures that maintain effective infection control and occupational health and safety measures in accordance with Occupational Health & Safety legislation. Promote quality of nursing care as directed by the professional scope of practice and standards. Assist in the development of nursing and improvement of standards of care through research. Maintain a professional and ethical practice as an enabling environment for ethical practice. Submit monthly statistics to Management and District Office. Audit clinical records by analyzing data. Administer treatment plan of common or minor conditions in accordance with prescribed norms, standards and guidelines.

ENQUIRIES:
Mr N. Shude Tel No: (039) 834 7500

APPLICATIONS:
Please forward applications quoting reference number to: The Chief Executive Officer, Christ The King Hospital Private Bag X542, Ixopo, 3276.

NOTE:
Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website www.kzhealth.gov.za. No faxed or e-mailed applications will be accepted. Certified copies of ID, Std 10 certificate, educational qualifications, where experience is required a confirmation letter of relevant experience from the employer on an official letterhead (not certificate of service) must be submitted together with your CV. People with disabilities should feel free to apply. Applicants in possession of foreign qualifications must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA). Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

CLOSING DATE: 31 July 2020

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS:
Direct or hand deliver applications to the addresses as indicated below: - Head Office: Department of Social Development, Private Bag X9144, Pietermaritzburg
For attention: Ms PN Mkhize.

UMkhanyakude District: The District Director: Department of Social Development, P. O. Box 246; Mbazwana; 3974 or hand deliver to Ngwenya Properties; Sodwana Bay Road; Mbazwana; 3974. For Attention: Mr NH Siyaya.

UMzinyathi District: The District Director: Department of Social Development, Private Bag X2057 Dundee, 3000 or hand deliver to 50 Gray Street, Dundee, 3000. Attention: Mr CM Ndaba.

UMgungundlovu District: The District Director: Department of Social Development, Private Bag X1724, Pietermaritzburg: 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3201. For Attention: Mr PC Madonsela.

Harry Gwala District: The District Director: Department of Social Development, Private Bag X1724, Pietermaritzburg: 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3201. For Attention: Ms TW Gazu.

UGU District: The District Director: Department of Social Development, Private Bag X1724, Pietermaritzburg: 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3201. For Attention: Mr S Govender.

ILembe District: The District Director Department of Social Development, Private Bag X1503 Durban: 4000 or hand deliver to: 214 Dr Pixley KaSeme Street, 8th Floor Durban 4000. Attention: Mr R Singh.

UThukela District: The District Director: Department of Social Development; Private Bag X9917 Ladysmith; 3370 or hand deliver to 108 Rhohililahla Street; Peters; Ladysmith; 3370. For Attention: Mr PM Mpanza.

Amajuba District: The District Director: Department of Social Development, Private Bag X6680; Newcastle; 2940 or hand deliver to 941 Church Street, Charlestown; 2940. Attention: Mr TM Nguse.

Zululand District: The District Director Department of Social Development, Private Bag X13 ULUNDI, 3838 or hand deliver to King Dinuzulu Highway, Administration Building, 2nd Floor, Zone 3, Ulundi, 3838. Attention: Ms FN Ntombela.

King Cetshwayo District: The District Director: Department of Social Development, Private Bag X02 Empangeni Rail, 3910 or hand deliver to A1235 Thinasobabili Road, Ngwelezane3910. Attention: Mr MT Mngomezulu.

EThekweni South District: The District Director Department of Social Development, Private Bag X1503 Durban: 4000 or hand deliver to: 214 Dr Pixley KaSeme Street, 8th Floor Durban 4000. Attention: Ms TN Ndlovu.

EThekweni North District: The District Director Department of Social Development, Private Bag X1503 Durban: 4000 or hand deliver to: 214 Dr Pixley KaSeme Street, 8th Floor Durban 4000. Attention: Mr MG Nzama.

CLOSING DATE: 31 July 2020

NOTE: 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 licence 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. 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, SMS Pre-entry course is a prerequisite for all SMS posts 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. People with disabilities who meet the minimum appointment requirements will be given preference.
MANAGEMENT ECHELON

**POST 17/117**

**DEPUTY DIRECTOR-GENERAL: SOCIAL SERVICES**

**REF NO:** DSD01/03/2020HO

(Re-advertisement)

**SALARY:** R1 521 591 per annum (Level 15) (All-inclusive remuneration package)

**CENTRE:** Head Office

**REQUIREMENTS:**
- Qualifications: Honours Degree in Social Work (NQF Level 8); Registration with the South African Council for Social Services Profession as a Social Worker. Proof of current registration with the South African Council for Social Services Profession as a Social Worker. 8-10 years of experience at a Senior Managerial level. A valid driver’s licence. Knowledge: Constitution of the Republic of South Africa; Policy analysis; Public Service Regulations; Labour Relations Act and relevant Regulations; Public Service Act; Social Welfare Laws; Community Development; Administrative Law; Research Methodology; PFMA and Treasury Regulations; Provincial Growth and Development Plan; Organizational behaviour analysis; Employee Performance Management and Development Systems. 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 the provision of social services; Manage the provision of community development; Integrate, coordinate and manage service delivery at District Offices; Manage the provision of quality assurance services; Provide leadership and strategic direction to the Branch and inputs to the Department strategy; Manage resources of the branch.

**ENQUIRIES:** Mrs NI Vilakazi Tel No: (033) 348 5518

**POST 17/118**

**DIRECTOR: ZULULAND DISTRICT**

**REF NO:** ZULULAND DISTRICT DSD02/03/2020ZUL

**SALARY:** R1 057 326 per annum (Level 13) (all-inclusive remuneration package)

**CENTRE:** Zululand District

**REQUIREMENTS:**
- Qualifications: Bachelor’s Degree in Social Work (NQF Level 7); Registration with the South African Council for Social Service Professions as a Social Worker; A minimum of 5 years’ experience at a middle/senior managerial level; A valid Driver’s licence. Knowledge: Constitution of the Republic of South Africa; Public Service Act and Regulations; Public Finance Management Act; Treasury Regulations; Fraud Prevention Strategies; Social Welfare Laws; Labour Relations Act; Non-Profit Organisations Act; Basic Conditions of Employment Act; Procurement Legislation; Public participation; Employee Performance Management and Development Systems; Community Outreach; Service Delivery Frameworks; Social dynamics of KwaZulu-Natal Communities; Provincial Growth and Development Plan. 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 the provision of social welfare services; Manage the provision of services to children and families; Manage the provision of restorative services; Manage and facilitate the provision of community development; Manage the provision of quality assurance; Manage the provision of corporate services; Provide leadership and strategic direction to the District and input to the Department strategy; Manage resources of the District and provide inputs to the policies.

**ENQUIRIES:** Mr RV Khoza Tel No: (035) 874 8502
OTHER POSTS

POST 17/119: SOCIAL WORK MANAGER: SOCIAL WELFARE SERVICES
REF NO: DSD03/03/2020UMZINY
(Re-advertisement)

SALARY: Grade 1 – 2: R794 889 - R1 100 325 per annum
CENTRE: uMzinyathi District
REQUIREMENTS:
Qualifications: Bachelor’s Degree in Social Work; Registration with the South African Council for Social Services Profession as a Social Worker; Proof of current registration with South African Council for Social Services Profession as a Social Worker; A valid driver’s licence. A minimum of 10 years’ experience in Social Work after registration as a Social Worker with the SACCSSP. Knowledge: Expert skills to challenge structural sources of poverty; inequality; oppression; discrimination and exclusion; Expert knowledge and understanding of human behaviour and social systems and skills to intervene at the points where people interact with their environment in order to promote social well-being; The understanding and ability to provide complex social work services towards protecting people who are vulnerable; at-risk and unable to protect themselves; The ability and competence to assist and empower individuals; families; groups; organization and communities to enhance their social functioning and their problem solving capacities; prevent and alleviate distress and use resources effectively in cases where expert knowledge is required. Skills: Communication; Listening; Interpersonal; Computer; Research; Problem solving; Advance Report writing; Conflict management; Time management; Advanced welfare counselling; Analytical thinking; Presentation; Financial management; Leadership.

DUTIES:
Provide a social work service of the highest; most advanced and specialized nature within (a) defined area(s) off specialization with regard to the care; support; protection and development of vulnerable individuals; groups; families and communities through the relevant programmes in partnership with stakeholders; Facilitate the development and planning of programmes and interventions to render a social work service through the efficient; economical and effective utilization of financial resources; Manage a social work unit to ensure that an efficient and effective social work service is delivered through the efficient and effective utilization of human resources; Keep up to date with new developments in the community development field to enhance service delivery; Plan and ensure that social work research and development are undertaken; Perform and/or ensure that all the administrative functions required in the unit are performed; Manage resources of the District.

ENQUIRIES: Ms B Mchunu Tel No: (034) 299 7578

POST 17/120: SOCIAL WORKER: CHILDREN: GRADE 3 (X5 POSTS)
(Re-advertisement)

SALARY: R384 228 – R714 795 per annum. Grade 1- 4
CENTRE: UMgungundlovu District Ref No: DSD04/03/2020UMGU (X2 Post) Harry Gwala District Ref No: DSD05/03/2020PMB Ilembe District Ref No: DSD06/03/2020ILEMB (X2 Posts)
REQUIREMENTS:
Qualifications: Bachelor’s Degree in Social Work; Registration with the South African Council for Social Services Profession as a Social Worker; Proof of current registration with South African Council for Social Services Profession as a Social Worker; A minimum of 7 years’ appropriate experience in Social Work after registration as a Social Worker with SACCSSP; A valid driver’s licence. Knowledge: Public Service Act; Public service Regulations; Batho-Pele principles; Knowledge and understanding of human behaviour and social systems; The ability and competence to assist; develop; advocate for; and empower individuals; families; groups; organizations and communities to enhance their functioning and their problem solving capabilities; The ability to promote; restore; maintain; advocate for; and enhance the functioning of individuals; families; groups; and communities by enabling them to accomplish tasks; prevent and alleviate distress and use resources effectively; The understanding and ability to provide social services towards protecting people who are vulnerable; at risk and unable to protect
themselves; The ability to mentor and coach Social Workers; Employee Performance Management and Development System. Skills: Communication (written and verbal); Listening; Interpersonal; Computer Literacy; Research; Problem solving; Report writing; Time management; Presentation; Facilitation; Counselling; Numeracy; Language and Driving.

**DUTIES:**
Render a social service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Keep up to date with new development in the social work and Social Welfare fields perform all the administrative functions require of the jobs.

**ENQUIRIES:**
Ms CD Zondi (UMgungundlovu District) Tel No: (033) 395 9600
Ms RM Ntombela (Harry Gwala District) Tel No: (039) 834 1176
Ms NW Dludla (ILembe District) Tel No: (031) 336 8818

**POST 17/121:**
SOCIAL WORKER: VEP AND PREVENTION OF GENDER BASED VIOLENCE (X30 POSTS)
Re-advertisement

**SALARY:**
R257 592 per annum

**CENTRE:**
Phoenix Service Office - Ref No: DSD08/03/2020PHOEN (EThekweni North District)
Durban Service Office - Ref No: DSD09/03/2020DBN (EThekweni North District)
Inanda Service Office - Ref No: DSD10/03/2020INAND (EThekweni North District)
(F02 posts)
KwaMashu Service Office - Ref No: DSD11/03/2020KWAMASH (EThekweni North District)
Umlazi Service Office - Ref No: DSD12/03/2020UMLAZI (EThekweni South District)
Chatsworth Service Office - Ref No: DSD13/03/2020CHATS (EThekweni South District)
Mpumalanga Service Office - Ref No: DSD14/03/2020MPUM (EThekweni South District)
KwaDukuza Service Office - Ref No: DSD15/03/2020KWADUK (ILembe District)
Mandenzi Service Office - Ref No: DSD16/03/2020MAND (ILembe District)
Lower Umfolozi Service Office - Ref No: DSD17/03/2020LOWUMF (King Cetshwayo District) (02 post)
KwaMsane Service Office - Ref No: DSD18/03/2020KWAMS (UMkhanyakude District)
Ingwavuma Service Office - Ref No: DSD19/03/2020INGAVUMA (UMkhanyakude District)
Mahlabathini Service Office - Ref No: DSD20/03/2020MAHLA (Zululand District)
Vryheid Service Office - Ref No: DSD21/03/2020VRY (Zululand District)
Nongoma Service Office - Ref No: DSD22/03/2020ONG (Zululand District)
Ladysmith Service Office - Ref No: DSD23/03/2020LADY (UThukela District)
Ezakheni Service Office - Ref No: DSD24/03/2020EZAKH (UThukela District)
Dunede Service Office - Ref No: DSD25/03/2020DUN (UMzinyathi District)
Greystown Service Office - Ref No: DSD26/03/2020GREY (UMzinyathi District)
Msinga Service Office - Ref No: DSD27/03/2020MSING (UMzinyathi District)
Newcastle Service Office - Ref No: DSD28/03/2020NEWCAS (Amajuba District)
Osisiwani Service Office - Ref No: DSD29/03/2020OSIOWA (Amajuba District)
Pietermaritzburg Service Office - Ref No: DSD30/03/2020PMB (UMngungundlovu District) (02 post)
Vulindlela Service Office - Ref No: DSD31/03/2020VULI (UMngungundlovu District)
Port Shepstone Service - Office Ref No: DSD32/03/2020PORT (UGu District)
Kokstad Service Office - Ref No: DSD33/03/2020KOK (Harry Gwala District)
UMZimkhulu Service Office - Ref No: DSD34/03/2020 UMZI (Harry Gwala District)

**REQUIREMENTS:**
Bachelor’s Degree in Social Work; Registration with the South African Council for Social Service Professions as a Social Worker; A valid driver’s licence.; Proof of current registration with the South African Council for Social Services Profession as a Social Worker. Knowledge: Relevant Public Service Legislations; Proficient in at least three South African Languages; Understanding and ability to provide social
work services towards protecting people who are vulnerable, at risk and affected by social ills including crime and violence. Skills: Computer literacy, Planning and organizing, communication (written, verbal and liaison), Interpersonal, Business ethics and Analytical.

**DUTIES**: Render a comprehensive, one –stop client social work service with regard to response, care, support, protection and development of vulnerable individuals and families in line with social development programmes, VEP (Gender Based Violence and Femicide), Children and Anti Substance Abuse; Attend to any other matters that could result in, or stem from, social instability in any form; This would include the following actions: Process in take and conduct assessments aimed at identifying conditions in individuals and families and identify relevant interventions; implement referral mechanisms that will include follow-up and escalation of cases, as well as provision of feedback to affected individuals; Provide psychosocial support including containment, counselling including trauma counselling, guidance and advice to the affected individuals, groups, families and communities; implement the various social work methods of intervention in line with client matter encountered; Monitor the effectiveness of the recommended interventions, report on progress and identify further amended interventions to address the identified conditions; inform the development of programmes aimed at addressing various social ills; Produce and maintain records of social work, processes and outcomes and statistics to analyse trends; keep up to date with new developments in the social work and social welfare field (Continuing Professional Development); Perform all the administrative functions required of the job.

**ENQUIRIES**: Ms Y Pillay (Phoenix Service Office) Tel No: (031) 597 8827
Ms P Moodley (Durban Service Office) Tel No: (031) 360 5444
Ms PP Hadebe (Inanda Service Office) Tel No: (072) 102 8458
Ms MN Myeni (KwaMashu Service Office) Tel No: (031) 530 3110
Ms SP Tantsi (Umlazi Service Office) Tel No: (031) 918 8800
Ms NB Hoosen (Chatsworth Service Office) Tel No: (031) 408 001
Mr RJ Mosoue (Mpumalanga Service Office Tel No: (031) 771 1341
Ms MP Mgadi (KwaDukuza Service Office) Tel No: (032) 650 5246
Ms HZ Diamini (Manzini Service Office) Tel No: (082) 308 4513
Ms MN Memela (Lower Umfolozi Service Office) Tel No: (035) 787 6340
Ms CM Zondi (KwaMsane Service Office) Tel No: (072) 094 8461
Ms DN Mbonambi (Ngwavuma Service Office) Tel No: (035) 591 0160/1
Ms BT Mbuyazi (Mahlabathini Service Office) Tel No: (035) 873 8200
Ms SM Hlabisa (Vryheid Service Office) Tel No: (034) 980 7770
Ms HJ Mthembu (Nongoma Service Office) Tel No: (035) 831 3300
Ms KP Zwane (Ladysmith Service Office) Tel No: (036) 637 2211
Ms ZP Nkosi (Ezakheni Service Office) Tel No: (036) 634 8600
Ms AJ Madlabane (Dundee Service Office) Tel No 034 218 1336
Ms NE Ngubane (Greytown Service Office) Tel No: 033 417 1446
Mr TC Khanyile (Msinga Service Office) Tel No: (033) 4930059
Ms SM Mhlongo (Newcastle Service Office) Tel No: (034) 312 1319
Ms RZ Lushaba (Osizweni Service Office) Tel No: (034) 366 0036
Mr JJ Pedlar (Pietermaritzburg Service Office) Tel No: (033) 392 8600/ 53
Ms CSN Nondabula (Vulindlela Service Office) Tel No: (033) 505 0087
Ms TS Sonjica (Port Shepston Service Office) Tel No: (039) 682 4486
Mr TS Mokoena (Kokstad Service Office) Tel No: (039) 727 3556
Mr MN Njomi (UMzimkhulu Service Office) Tel No: (039) 259 7027

**POST 17/122** : **MONITORING OFFICER: REF NO: DSD07/03/2020HO (X2 POSTS)**
(Re-advertisement)

**SALARY** : R257 508 per annum (Level 07)

**CENTRE** : Head Office

**REQUIREMENTS** : Qualifications: National Diploma/ Bachelor’s Degree in Social Science/Public Administration/ Public Management/ Monitoring and Evaluation; A valid driver’s licence; 1-year experience in monitoring and evaluation/ quality assurance/performance monitoring environment. Knowledge: Constitution of the Republic of South Africa; Public Service Act; Public Service Regulations; Public Finance Management Act; Treasury regulations; Service Delivery Frameworks
Government-wide Monitoring and Evaluation System; Impact assessment; Provincial Growth and Development Plan; Skills: Analytical thinking; Organizing; Problem Solving communication; Computer literacy; Presentation; Interpersonal relations; Driving.

**DUTIES**: Implement a monitoring and evaluation Framework with regard to monitoring in the department and NPOs; Conduct monthly verification sessions for District Offices; Conduct quarterly validations sessions for District Offices; Produce and disseminate information/ reports on Monitoring and Evaluation outcomes, techniques, processes and tools to relevant stakeholders; Co-ordinate of the flow of performance information reporting.

**ENQUIRIES**: Mr RM Madlala Tel No: (033) 264 5419

**POST 17/123**: CHILD AND YOUTH CARE SUPERVISOR: KHANYANI CYCC REF NO: DSD 35/03/2020KHANY
(Re-advertisement)

**SALARY**: Grade 1-2: R199 188 - R265 320 per annum

**CENTRE**: Khanyani CYCC

**REQUIREMENTS**: Qualifications: National Diploma/ Bachelor’s Degree in Child and Youth Care Development; Registration with South African Council for Social Services Professions as a Child and Youth Care Worker; Proof of current Registration with the South African Council for Social Services Professions as Child Youth Care Worker. A minimum 10 years’ experience in child and youth care work after obtaining the required qualification. Knowledge: Public Service Act and Regulations; Child justice Act; The Children’s Act; Probation Service Act; Prevention and Treatment of drug Dependency Act; Children rights principles Employee Performance Management and Development System; Batho-Pele Principles; Administrative Procedures; New development and methodologies in Child and Youth Care Work. Skills: Communication; Interpersonal relations; Problem solving; Policy analysis; Organizing; Computer literacy; Counselling; Analytical; Presentation; Facilitation; Numeracy; Language.

**DUTIES**: Facilitate and supervise (secure) the caring for and life space interventions for children and young people. Provide supervision in relation to basic life space work to promote the development and care of children and youth. Supervise staff to ensure an effective care service. Keep up to date with new developments in the child and youth care field. Supervise and perform the administration functions.

**ENQUIRIES**: Mr TM Nguse (Khanyani CYCC) Tel No: (017) 735 3822

**POST 17/124**: CHILD AND YOUTH CARE TEAM LEADER RE NO: DSD36/03/2020ZAKH

**SALARY**: Grade 1-2: R157 245 – R217 659 per annum

**CENTRE**: Zakhe CYCC

**REQUIREMENTS**: Qualifications: National Diploma/ Bachelor’s Degree in Child and Youth Care Development; Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker; Proof of Current Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker; A minimum of 7 years’ experience in Child and Youth Care work after obtaining the required qualification. Knowledge: Public Service Act and Regulations; Batho-Pele Principles; The Children’s Act; Child Care Act; Children rights principles; Standard operation procedure on routine Programmes; Developmental approach to therapeutic work; Understanding the basic needs of children and youth; Developmental Programmes; Developmental assessment procedures; Lifespan development theories for application in child and youth care work; Rules and procedures of the child and Youth Care Centre. Skills: Communication; Problem Solving; Interpersonal relations; Organizing; Counselling; Computer literacy; Numeracy; Language.

**DUTIES**: Perform team leader duties; Undertake inspections and report on incidents and problems identified; Perform administrative work relevant to the job; Provide care as the need arises.

**ENQUIRIES**: Ms EN Phakathi (Zakhe CYCC) Tel No: (031) 711 9950
SOUTH AFRICAN POLICE SERVICE

APPLICATIONS: The Provincial Head Personnel Management, Recruitment Office: Appointments, P.O. Box 1965, Durban, 4000 (Attention Lt Col SN Zondo) or email to Zondo@n@saps.gov.za or MethMellisa@saps.gov.za

CLOSING DATE: 31 July 2020 at 16:00 (Applications received after the closing date and faxed copies will not be considered.)

NOTE: Only the official application form (available on the SAPS website [www.saps.gov.za] and at SAPS recruitment offices and/or Police Stations) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Copies of an applicant’s ID, all educational qualifications obtained, service certificates of previous employers stating the occupation, proof of relevant experience in the field of the post and motor vehicle driver’s license (if applicable). Qualifications and driver’s licences submitted will be subjected to verification checking with the relevant institutions. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview. Reference checking will be conducted on all short listed applicants. Short-listed candidates for appointment to certain identified posts, will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children’s Act, 2005 (Act No 38 of 2005). A candidate whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from appointment to that post. The Criminal Law (Forensic Procedures) Amendment Act, Act 37 of 2013 requires that all new appointments in the South African Police Service as from 31st of January 2015 provide a buccal (inside cheek) sample in order to determine their forensic DNA profile. The forensic DNA profile derived from the sample will be loaded to the Elimination Index of the National Forensic DNA Database. All short-listed candidates will be subjected to fingerprint screening. Correspondence will be conducted with successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof.

OTHER POST

POST 17/125: GENERAL WORKERS

SALARY: R102 534 per annum (Level 02) - Public Service Act, 1994 (Act 103 of 1994)

CENTRE: South African Police Service, KwaZulu-Natal

SAPS Amanzimtoti: Ref No: KZN GW 01/03/2020
SAPS Ekombe: Ref No: KZN GW 02/03/2020
SAPS Ezinqoleni: Ref No: KZN GW 03/03/2020
SAPS FCS Ladymith: Ref No: KZN GW 04/03/2020
SAPS HRD Pietermaritzburg: Ref No: KZN GW 05/03/2020
SAPS Ingwavuma: Ref No: KZN GW 06/03/2020
SAPS K9 Glencoe: Ref No: KZN GW 07/03/2020
SAPS K9 Shongweni: Ref No: KZN GW 08/03/2020
SAPS K9 Vryheid: Ref No: KZN GW 09/03/2020
SAPS Kokstad: Ref No: KZN GW 10/03/2020
SAPS KwaMakhutha: Ref No: KZN GW 11/03/2020
SAPS KwaNdengezi: Ref No: KZN GW 12/03/2020
SAPS Mahlabathini: Ref No: KZN GW 13/03/2020
SAPS Malvern: Ref No: KZN GW 14/03/2020
SAPS Mondlo: Ref No: KZN GW 15/03/2020
SAPS Nkandla: Ref No: KZN GW 16/03/2020
SAPS PM (Durban Trial Unit): Ref No: KZN GW 17/03/2020
SAPS Provincial Commissioner Office: Ref No: KZN GW 18/03/2020
SAPS Richardbay: Ref No: KZN GW 19/03/2020
SAPS Stock Theft Unit: Greytown: Ref No: KZN GW 20/03/2020
SAPS Stock Theft Unit: Melmoth: Ref No: KZN GW 21/03/2020
SAPS Umkomaas: Ref No: KZN GW 22/03/2020
SAPS VSS Alexandra Road: Ref No: KZN GW 23/03/2020
SAPS VSS Isipingo: Ref No: KZN GW 24/03/2020
SAPS Royal Protection Unit: Ref No: KZN GW 25/03/2020(X2 Posts)
SAPS Hlobane: Ref No: KZN GW 26/03/2020
SAPS Dannhauser: Ref No: KZN GW 27/03/2020
SAPS K9 Durban Central: Ref No: KZN GW 28/03/2020
SAPS K9 Kokstad: Ref No: KZN GW 29/03/2020
SAPS K9 Ladysmith: Ref No: KZN GW 30/03/2020
SAPS Marianhill: Ref No: KZN GW 31/03/2020
SAPS High flats: Ref No: KZN GW 32/03/2020
SAPS Himenvle: Ref No: KZN GW 33/03/2020
SAPS Pinetown: Ref No: KZN GW 34/03/2020

**REQUIREMENTS**

Applicants must display competency in the post-specific functions of the post; Be a South African Citizen  A Grade 10 qualification will serve as an advantage. Basic literacy, numeracy and communication skills. Be able to read and write. Willing to work extended hours when necessary. Fluency in at least two official languages, of which one must be English. Must have no previous convictions or cases pending

Applicants will be subjected to a vetting process which will include security screening and fingerprint verification Be willing to work irregular hours.

**DUTIES**

Maintaining of a high level of hygiene in and around the workplace with the cleaning of the SAPS premises assigned to, which may include either or both inner and outer parameters Performing tasks of a routine nature, such as dust working the environment Polish furniture and floors Vacuum carpets and mopping of tile floors Remove refuse Perform maintenance tasks in and around the assigned premises Clean bathrooms and kitchen s Safekeeping and handling of a variety of Aids in the cleaning of the premises Loading and unloading of goods Garden maintenance services Washing and cleaning of state vehicles, kitchenware and utensils.

**ENQUIRIES**

Lt Col SN Zondo/Capt M Chazi /W/O Machaie Tel No: (031) 325 4808/6404/4957

**DEPARTMENT OF TRANSPORT**

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

**APPLICATIONS**

Forward your application, quoting the relevant reference number to: Recruitment & Selection Section, Human Resource Practices Directorate, Private Bag X 9043, Pietermaritzburg, 3200 or e-mail to Applications.DOT@Kzntransport.gov.za. Applications may alternatively be hand-delivered to the Office of the Department of Transport, Inkosi Mhlubunzima Maphumulo House, 172 Burger Street, Pietermaritzburg.

**CLOSING DATE**

31 July 2020 (at 16h00). Applications received after the closing date and time will not be considered.

**NOTE**

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

OTHER POST

POST 17/126: DEPUTY DIRECTOR: FINANCIAL MANAGEMENT REF NO: P 03/2020

SALARY: R733 257 per annum (all-inclusive remuneration package)
CENTRE: Regional Office: Empangeni
REQUIREMENTS: A recognised Bachelor’s Degree/ National Diploma in Finance / Accounting (NQF level 6); plus, A minimum of 3 years junior management experience in a finance or accounting environment; plus, A valid driver’s licence (Minimum Code B).

DUTIES: Establish and maintain appropriate systems (analytical tools, information systems and models or projection of cost behaviour) and policies to ensure effective and efficient management of resources. Advise Regional Directors in the execution of their functions in terms of the Public Finance Management Act, 1999 and the Treasury Regulations. Formulate creative solutions to enhance cost effectiveness and efficiency in the delivery of the services and the administration of the regions. Facilitate the implementation of national and provincial norms and standards where applicable to the region. Advise the Regional Directors pertaining to matters that have financial implications. Liaise with the relevant role-players in the financial environment regarding transversal financial matters. Ensure effective and efficient financial management/ administration by collaborating in the development of
training programmes/by providing direct training in financial matters to officials of
the Region. Provide assistance to the Regional Director in the management of the
financial and provisioning administration functions of the Region. Assist Regional
Directors and Chief Financial Officer to compile Monthly Management Reports and
investigate major variances. Provide assistance to Regional Chief Director and
Chief Financial Officer to carry out and implement ad hoc projects and
investigations.

ENQUIRIES
: Mr LXK Mtambo Tel No: (035) 787 1442/5/7
FOR ATTENTION
: Mr C McDougall
NOTE
: It is the intention of this Department to consider equity targets when filling this
position.