ANNEXURE I

PROVINCIAL ADMINISTRATION: kwazulu natal
DEPARTMENT OF COMMUNITY SAFETY AND LIAISON

APPLICATIONS: All applications should be forwarded to, Department of Community Safety and Liaison, Private Bag X 9143, Pietermaritzburg, 3200 or hand-delivered to, 179 Jabi Ndlovu Street, Pietermaritzburg.

FOR ATTENTION: Ms D.P Chalmers

CLOSING DATE: 12 February 2021

NOTE: Applications must be submitted on the amended (i.e. the new Z83) form and should be accompanied by certified copies of qualifications, drivers' license, Identity Document together with comprehensive curriculum vitae. Fax applications will not be considered. All fields in the amended (i.e. new Z83) form are mandatory and must be completed in full and the form must be initialed on each page and signed at the back in order for an applicant to be considered for any post. Should an application be received using the old employment form (Z83), it will not be considered. Candidates must not send their applications through registered mail as the Department will not take responsibility for non-collection of these applications. Applications that do not comply with the above instruction will be disqualified. Candidates will undergo a compulsory Competency Assessment and a technical exercise. Applicants with disabilities are also encouraged to apply.

MANAGEMENT ECHELON

POST 03/79: DIRECTOR: CORPORATE SERVICES REF NO: CSL01/2021

Re-advertised and applicants who previously applied for this post are welcome to re-apply as previous applications will not be considered.

SALARY: R1 057 326 per annum (An all-inclusive remuneration package) is payable to the successful candidate. The package includes a basic salary (70 % of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules. The successful candidate will be subject to security clearance and the signing of a performance agreement within three months of appointment.

CENTRE: Pietermaritzburg


DUTIES: To provide corporate support services. Provide strategic direction for the Directorate and ensure development of effective Human Resources, Communication, Information Technology and Auxiliary services policies, guidelines, norms and standards. Manage the provisioning of human resources. Manage the provisioning of Information Technology. Promote the strengthening and maintenance of vibrant relationships with stakeholders.
Oversee the management of Auxiliary Services. Ensure effective management of resources for the Sub-Directorate.

ENQUIRIES: Mr T.S Mohlomi Tel No: (033) 3419300
NOTE: In line with the department's employment equity target it is the intention to fill this post with a female candidate.

POST 03/80: DIRECTOR: RISK AND INTEGRITY MANAGEMENT SERVICES REF NO: CSL02/2021
Re-advertised and applicants who previously applied for this post are welcome to re-apply as previous applications will not be considered.

SALARY: R1 057 326 per annum (An all-inclusive remuneration package) is payable to the successful candidate. The package includes a basic salary (70% of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules. The successful candidate will be subject to security clearance and the signing of a performance agreement within three months of appointment.

CENTRE: Pietermaritzburg

DUTIES: To manage and oversee the provisioning of effective and efficient departmental risk and integrity management services in terms legislative mandates. Manage the development and implementation of risk management strategies and plans. Manage the development and implementation of ethics and integrity management strategies and programmes. Ensure the development and implementation of Fraud Prevention, Anti-Corruption mechanisms, strategies and programmes. Manage the development and implementation of policies and procedures. Manage the resources of the directorate.

ENQUIRIES: Mr T.S Mohlomi Tel No: (033) 3419300
NOTE: In line with the department’s employment equity target it is the intention to fill this post with a female candidate.

POST 03/81: DIRECTOR: INTEGRATED PLANNING, INTERNAL MONITORING AND EVALUATION REF NO: CSL03/2021

SALARY: R1 057 326 per annum (An all-inclusive remuneration package) is payable to the successful candidate. The package includes a basic salary (70% of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules. The successful candidate will be subject to
security clearance and the signing of a performance agreement within three months of appointment.

**CENTRE:** Pietermaritzburg


**DUTIES:** To manage and coordinate strategic planning, monitoring and evaluation services. Provide strategic management services in alignment with the Department planning processes. Ensure that internal monitoring and evaluation services takes place within the department. Oversee and coordinate all internal monitoring and reporting functions. Manage monitoring and reporting systems, aligned to the planning, budgeting and reporting cycles. Manage and implement mechanisms for monitoring organisational performance for the Department. Ensure effective and efficient management of resources.

**ENQUIRIES:** Mr T.S Mohlomi Tel No: (033) 3419300

**NOTE:** In line with the department’s employment equity target it is the intention to fill this post with a female candidate.

**DEPARTMENT OF HEALTH**

**OTHER POSTS**

**POST 03/82:** HEAD CLINICAL UNIT (FAMILY MEDICINE) REF NO: HGHD 01/2021

**Component:** District Specialist Team

**SALARY:** R1 728 807 per annum (TCE Package). Other Benefits: Rural allowance on a claim basis.

**CENTRE:** Harry Gwala District Health Office

**REQUIREMENTS:** For The Post: Appropriate specialist Qualification (i.e. MBChB plus a Master’s Degree in Family Medicine registrable with the Health Professions Council of South Africa (HPCSA); Plus, current proof of registration with the relevant professional statutory body; PLUS, at least 3 years’ experience as a specialist. Unendorsed valid Code B driver’s license (code 08). Knowledge, Skills, Behavioural Attributes and Competencies Required: Own clinical discipline. Relevant legislation, regulations and policies. Quality assurance and improvement programmes. Programme planning, and evaluation. Information management, Human resources and financial management. Leadership. Communication. Problem solving. Computer literacy. Stress tolerance. Self-confidence. Objective. Ethical. Emphatic.

**DUTIES:** Represent own specialist discipline as a member of district clinical specialist team responsible for the delivery of quality health care at all levels within Harry Gwala health district. Promote equitable access to an appropriate level of care through coordination of quality, regular and reliable medical services in the PHC clinics and Community Health Centre for Harry Gwala Health District. Provide supervision and support to Medical officers, sessional doctors, community service doctors and PHC nurse practitioners. Provide technical advice and support to District Director and District Management team. Conduct quality improvement and Audit programs. Contribute to training and development programs in the district especially IMCI and PHC etc. Ensure maintenance of optimal referral patterns, clinical protocols and medical processes within the District, based on epidemiological research, disease
profiles and community needs. Ensures effective and active participation in Clinical Governance meetings in the District. Consult personally as a Family Physician in the PHC clinics and Community Health Centre. Working with Multidisciplinary District Health management and Health Care team. Foster effective teamwork and collaborate within the district specialist team. Enable engagement with the local community and relevant non-government organisations. Facilitate and ensure effective communication with all management structures within the district, the regional and tertiary hospitals as relevant as well as the provincial Department of Health. Present regular reports on activities, health services and programmes. Assist with strategic and operational planning of services in the district and/ or catchment area of the regional. Assist with the co-ordination and supervision of discipline related services within the district. Assist with the recruitment and management of relevant human resources.

ENQUIRIES : Mrs. G.L.L Zuma Tel No: (039) 834 8281
APPLICATIONS : Applications must be directed For: Att.: Mr. ZN Dotyeni: Assistant Director: HRM, Harry Gwala Health District Office, Private Bag X502, IXOPO, 3276 OR Hand delivers to: 111 Main Street, IXOPO under KFC building, Room 99, District office.

NOTE : An application for employment Form (Z83) must be completed and forwarded which is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, 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 previous work experience related to the requirements and recommendations of the advert. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity at all occupational categories in the department. People with disabilities are encouraged to apply. The reference number must be indicated in the column provided on the form Z83, e.g. ref HGHD 01/2021. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, there will be no acknowledgement of applications. Should you not hear from us within 60 days of the closing date, kindly consider your application as unsuccessful. And only shortlisted candidates will be advised of the outcome of interview. Please Note that Due To Financial Constraints. There will be no payment of S&T Claims covering transport fees to the interview venue.

CLOSING DATE : 12 February 2021

POST 03/83 : HEAD CLINICAL UNIT (PAEDIATRICS) REF NO: HGHD 02/2021
Component: District Specialist Team

SALARY : Grade 1: R1 728 807 per annum (TCE Package). Other Benefits: Rural allowance on a claim basis.

CENTRE : Harry Gwala District Health Office

REQUIREMENTS : Appropriate specialist Qualification i.e. MBChB degree plus Master’s Degree registered with the Health Professions Council of South Africa (HPCSA); PLUS, current registration with the relevant professional statutory body; PLUS, at least 3 years’ experience as a specialist. Unendorsed valid Code B driver’s license (code 08). Knowledge, Skills, Behavioural Attributes and Competencies Required: Own clinical discipline. Relevant legislation, regulations and policies. Quality assurance and improvement programmes. Programme planning, and evaluation. Information management, Human resources and financial management. Leadership. Communication, Problem solving, Computer literacy, Stress tolerance. Self-confidence. Objective. Ethical. Emphatic.

DUTIES : Represent own specialist discipline as a member of a District Clinical Specialist Team responsible for the delivery of quality health care for mothers, new-borns and children at all levels within a health district. Promote equitable access to an appropriate level of care for all mothers, new-borns and children throughout the district. Maintain personal competency in own clinical discipline whilst ensuring that no more than 10-20% of time is spent on clinical care at the regional or tertiary hospitals is optional. Support clinics, community health
Centre’s and district hospitals with all aspects of service delivery related to own specialist discipline. Promote clinical effectiveness in all facilities through supporting outreach programmes and development, dissemination or implementation of clinical protocols and standard treatment guidelines. Facilitate and participate in the development, training and mentorship under post-graduate medical, nursing and allied health professionals; this may require involvement with local academic training institutions. Work with the district management team to establish and maintain systems including surveillance, health information, communication and referral guidelines and processes to support the delivery of services. Provide support to ensure appropriate infrastructure, equipment, resources and sundries for the provision of quality clinical care. Initiate, support and participate in risk management activities for patients (e.g. critical event analysis, morbidity and mortality meeting) practitioner (e.g. infection control) and the organization (e.g. performance reviews). Initiate, support and participate in the clinical audits and quality improvement cycles. Implement effective monitoring and evaluation processes, effective use of data and appropriate reporting on outputs and health outcomes. Initiate support and participation in relevant research, this may require involvement with local academic training institutions. Foster effective teamwork and collaborate within the district Specialist team. Enable engagement with the local community and relevant non-government organizations. Facilitate and ensure effective communication with all management structures within the district, the regional and tertiary hospitals as relevant as well as the provincial Department of Health. Present regular reports on activities, health services and programmes. Assist with strategic and operational planning of services in the district and/ or catchment area of the regional. Assist with the co-ordination and supervision of discipline related services within the district. Assist with the recruitment and management of relevant human resources.

ENQUIRIES : Mrs. G.L.L Zuma Tel No: (039) 834 8281
APPLICATIONS : Applications must be directed For: Att: Mr. ZN Dotyeni: Assistant Director: HRM, Harry Gwala Health District Office, Private Bag x502, I XOPO, 3276 OR Hand delivers to: 111 Main Street, I XOPO under KFC building, Room 99, District office.
NOTE : An application for employment Form (Z83) must be completed and forwarded which is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, 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 previous work experience related to the requirements and recommendations of the advert. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity at all occupational categories in the department. People with disabilities are encouraged to apply. The reference number must be indicated in the column provided on the form Z83, e.g. ref HGHD 01/2021. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, there will be no acknowledgement of applications. Should you not hear from us within 60 days of the closing date, kindly consider your application as unsuccessful. And only shortlisted candidates will be advised of the outcome of interview. Please note that due to financial constraints, there will be no payment of S&T Claims covering transport fees to the interview venue.

CLOSING DATE : 12 February 2021
POST 03/84 : MEDICAL SPECIALIST NEUROSURGERY REF NO: MEDSPECNEUROSURG/1/2021 (X1 POST)
Department: Neurosurgery
SALARY : Grade 1: R1 106 040 per annum (all-inclusive salary package) excluding Commuted Overtime
Grade 2: R1 264 623 per annum (all-inclusive salary package) excluding commuted overtime
Grade 3: R1 467 651 per annum (all-inclusive salary package) excluding commuted overtime.

CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS:
MBCHB or equivalent qualification and Current registration as a Specialist Neurosurgeon with the Health Professions Council of South Africa with prior surgical experience. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. Experience Required: The appointment to Grade I requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Medical Specialist in a normal specialty (Neurosurgery). Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. Grade 2: Requires appropriate qualification, registration certificate plus 5 years’ experience after registration with the Health Professions Council of South Africa as a Medical Specialist in a normal specialty (Neurosurgery). Grade 3 requires appropriate qualification, registration certificate plus 10 years’ experience after registration with the Health Professions Council of South Africa as a Medical Specialist in a normal specialty (Neurosurgery).

Knowledge, Skills Training and Competencies Required: Ability to teach and supervise junior staff. Middle Management Skills. Research principles. Good administrative, decision making and communication skills. Computer literacy.

DUTIES:
Performing complex Neurosurgical procedures and simultaneously training more junior doctors in the field of Neurosurgery. Overseeing patient management in the Intensive Care Unit, Wards, and Out-patient Clinics while conducting teaching simultaneously. Decision making with regard to patient management. Develop patient management protocols and in-put on clinical governance. Participate in staff recruitment, attend management and other meetings of affiliated disciplines, liaise and conduct interactive meetings with allied and supportive disciplines. Conduct research within the Neurosurgical Department; supervise research with a view to improving quality of the patient care. Draw up academic program for the department. Participate in all academic meetings within the department with a view to training Neurosurgeons. Attend multi-disciplinary academic meetings with a view to improving overall patient care. Participate in both academic and clinical administrative activities. The appointee will be required to perform Neurosurgical operations expected of a specialist, attend to administration matters, outpatient duty and “on call” duties when he/she will field urgent referrals and be required to take the appropriate action regarding these. Do ward rounds and teaching of undergraduate and postgraduate Medical Students. Be part of a multi-disciplinary team when deemed necessary.

ENQUIRIES:
Dr BC Enicker Tel No: (031) 240 1134/240 1133.

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

NOTE:
An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate is the applicant’s responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised...
within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T Claims.

**CLOSING DATE** : 19 February 2021

**POST 03/85** : DEPUTY MANAGER NURSING-REF NO: ICHC DMN 01/2021

**SALARY** : R843 618 per annum. Benefits: All-inclusive package (This package consists of 70% basic salary and 30% flexible portion)

**CENTRE** : KZN Health -Inanda Community Health Centre

**REQUIREMENTS** : Standard10/Senior certificate/Grade 12 plus Basic R425 qualification – Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. Certificate of registration with SANC as a Professional Nurse. Current registration with SANC as a Professional Nurse (2020 SANC receipt). Experience: A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 4 years of the period referred to above must be appropriate/recognizable experience at managerial level. Certificate of service stamped by HR and proof of current/previous employers stamped and signed by HR must be attached. Period of experience must be clear i.e. date, month and year. Faxed and emailed applications will not be considered. The appointment is subject to the positive outcome obtained from NIA to the following checks, (Security checks, Credit records, CIPC, qualification, citizenship and previous experience verification). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. Non-RSA Citizens/Permanent residents/ work Permit holders must submit documentary proof together with their applications. The post will be filled in terms of the Employment Equity Target. Recommendations: One year post basic qualification in in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC. Knowledge, Skills, Training, attributes and abilities: Demonstrate in depth knowledge and understanding of health related Acts, nursing statutory regulations and guidelines, and other relevant legal framework i.e. Nursing Act and Regulations, Code of Ethics, Professional Practice of the South African Nursing Council, Mental Health Act, Occupational Health & Safety Act, Patients Right Charter, Batho Pele Principles, Public Service Regulations, Grievance and Disciplinary Procedure. Good communication, report writing and facilitation, leadership, analytical skills, organizational decision making and problem solving skills, interpersonal skills, diplomacy, etc. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care. Including willingness and awareness to respond to patient’s needs. Good Financial and Human Resource management.

**DUTIES** : To provide Leadership and facilitate Strategic Planning, Policy Planning, Develop and implementation. To exercise overall control over Nursing Care, including information and implementation of Nursing Programs, Execution and Evaluation thereof. To execute duties and function with proficiency, in support of aims and strategic objectives of this facility and of the Department of Health. To demonstrate facility’s commitment to quality nursing care and ensure compliance with National Core Standards. Facilitate and oversee the development of nursing operational / business plans to give strategic direction by managing and coordinating the activities of the component. To ensure control of the selection recruitment and development Nursing Staff. To ensure control of Disciplinary matters, grievances and Labour issues in the nursing department. Advocate and ensure the promotion of nursing ethos and professionalism. Plan, manage, coordinate, monitor and evaluate service delivery. Facilitate cost control in the utilization of both human and material resources. Advise CHC Manager and Management team on norms and standards of Nursing Practices. Ensure Systems and Processes are in place to support implementation of objectives. Facilitate clinical workshops and meeting to update Nursing Staff. Ensure compliance with relevant legislation legislations including OHS Act. Submit verbal and written reports timeously to the CHC Manager. Coordinate, Facilitate and implement Quality Improvement Initiatives and Good Governance Ensure compliance with statistics collection and adherence to data management principles of the KZN DOH by the nursing component. Provide professional, technical and management support for the
provision of quality patient care through proper management of nursing care programs.

ENQUIRIES : Dr. SCV Mncwango Tel No: (031) 538 0806
APPLICATIONS : Application to be forwarded to: The Human Resource Manager, Inanda “C” Community Health Centre, Private Bag x04, Phoenix, 4068.
FOR ATTENTION : Mr. MS Cele
NOTE : Direction to candidate: The following documents must be submitted, Application for employment form (Z83), which is obtainable as any Government Department or from website – www.kznhealth.gov.za. Original 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. Application must be submitted on or before closing date. The reference number must be indicated in the column provided on the form Z83 e.g. PCHC 03/2019. Failure to comply with the above instruction will disqualify applications. Please note that due to the number anticipated, applications will not acknowledge. Correspondence will be limited to short listed candidate only. NB: African Males are encouraged to apply.

CLOSING DATE : 19 February 2021

POST 03/86 : MEDICAL OFFICER GRADE 1, 2, 3 REF NO: GTN 01/2021
SALARY : Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R1089 693 per annum
CENTRE : Greytown Hospital
REQUIREMENTS : Appropriate Medical Degree (MBCHB) OR equivalent plus Proof of current registration with HPCSA as Medical Practitioner. Proof of current and previous work experience endorsed and stamped by Human Resources. 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 post Community service. 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 HPCSA as a Medical Practitioner post Community service. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service;
Knowledge, Skills, Training And Competences Required, Ability to give spinal and general anaesthetic and especially ability to covert spinal to general anaesthetic when the need arises . Ability to work independently and without supervision for the after-hours call duties. Ability to do Caesarean sections, ectopic pregnancies etc. 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 Obstetric & Gynaecology, Paeds, Trauma Ability to function in a multidisciplinary team. Good communication and interpersonal skills.
DUTIES : Ensure effective, early and 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 patient medical records. Provide preventive health interventions. Train and supervise medical interns, medical students and other personnel. Perform operating theatre work on an elective and emergency basis e.g., caesarean section, minor surgical procedures etc. Participate in emergency after hours service. Actively participate in quality improvement programme (morbidity and mortality meetings, clinical audits and risk management). Perform medico legal duties.

ENQUIRIES : Dr. KJ Gabela Tel No: (033) 4139 400)
APPLICATIONS : forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250.
FOR ATTENTION : Mr. P Shange Tel No: (033) 4139 492
CLOSING DATE : 12 February 2021

POST 03/87 : ASSISTANT MANAGER NURSING – SPECIALTY OBS & GYNAE REF NO: PSH 03/21 (X1 POST)
SALARY : R614 991 per annum, Plus 12% rural allowance
CENTRE : Port Shepstone Hospital
REQUIREMENTS : Senior Certificate / Matric or Grade 12. Diploma/Degree in General Nursing and Midwifery. Current registration with SANC as General Nurse and midwife for 2021. Advanced Midwifery certificate. A minimum of 10 years appropriate /recognized experience in nursing after registration as Professional with SANC in General Nursing and midwifery. At least 6 years of the period referred to above must be appropriate/recognized experience in Advanced Midwifery after registration in that specialty. At least three years (3) of the period mentioned above must be experience at Management level. Diploma/Degree in Nursing Management will be an added advantage. A certificate of service endorsed by Human Resource Department as proof of experience must be included. Knowledge, Skills And Experience: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Right Acts, Batho Pele principles, etc. Knowledge and understanding of legislative framework governing the public service, knowledge of HR and Financial policies and practices such as: skills development act, public service regulations, labour relations act. Sound knowledge of Nursing Management within the specialty. Good communication, report writing and facilitation skills. Co-ordination, liaison and networking skills. Leadership, problem solving and negotiation skills. Planning and organizing skills. Computer skills. Ability to formulate patient related policies.

DUTIES : Co-ordination of optimal, holistic specialized nursing care provided within the set standards and professional legal framework. Foster team spirit and commitment among all categories of staff. Deal with disciplinary issues, grievances and other labour issues including monitoring and managing absenteeism. Manage the utilization of all resources efficiently and effectively. Participate in the formulation, analysis and implementation of all policies, practices and procedures. Establish and maintain a constructive working relationship with the multidisciplinary team. Monitor and control quality of patient care. Co-ordinate the implementation of National Core Standards and ensure compliance thereof. Manage and give direction in the management of patients in the critical care and emergency units. Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Facilitate and strengthen implementation of health care service delivery policies, procedures, clinical guidelines, protocols, plans and strategies aimed at achieving service excellence. Participate and ensure implementation of National Core Standards, National Health Priorities, quality improvement initiatives including national priority program plans. Monitor and ensure proper utilization of financial and physical resources. Administer all nursing services within the unit.

ENQUIRIES : Mrs. NC Radebe Tel No: (039) 688 6000 ext. 6117 or 6308
APPLICATIONS : Application should be submitted for attention: Human Resource Manager, Port Shepstone Regional Hospital, P/Bag X 5706, Port Shepstone, 4240.
FOR ATTENTION : Mr. ZM Zulu
NOTE : Directions to Candidates: Application for employment (Z83). Certified copy of Identity document. Certified copy of Matric. MBChB qualification. Certified copy of Specialist qualification/equivalent. Certified copy of HPCSA Registration as a Specialist. Proof of payment of HPCSA annual fees or relevant Certificate. Detailed Curriculum vitae. NB: Application form (Z83) and C.V. with certified copies of ID, educational qualifications. Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit...
For the position of **SESSIONAL MEDICAL OFFICER**

**REF NO:** GTN 02/2020 (X1 POST)

- **Department:** M3 (X/MDR hospital)
- **Number of Sessions:** 20

**Salary**

- **Grade 1:** R410 800 per annum
- **Grade 2:** R470 080 per annum
- **Grade 3:** R544 960 per annum

**Centre:** Greytown Hospital

**Requirements**

- Matric Certificate (Standard 10). MBCHB Degree. Current Registration with the HPCSA as a Medical Practitioner. **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 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. Certificate of Service obtained from Human Resource Office. Foreign candidates require 11 years’ relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community. Certificate of Service obtained from Human Resource Office. Foreign professionals to produce proof of verification of qualification with SAQA.

**Enquiries:** Dr. KJ Gabela Tel No: (033) 4139400.

**Applications:** Human Resource Manager, Private Bag x 5562, Greytown, 3250.

**Closing Date:** 19 February 2021 at 16h00

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For the position of **CLINICAL NURSE PRACTITIONER**

**REF NO:** MBO 17/2020 (X1 POST)

**Salary**

- **Grade 1:** R383 226 - R444 276 per annum

**Centre:** Mbongolwane District Hospital

**Requirements**

- Senior certificate/Matric or equivalent. Degree/Diploma in General Nursing Science and Midwifery plus. One (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC. A minimum of 4 years appropriate/recognizable nursing experience as a General Nurse. Proof of previous and current work experience written by supervisor. Attach certificate of service endorsed and stamped by HR Office. Knowledge, Skills, Training and Competencies Required: Knowledge of all applicable legislations such as Nursing Act, Mental Act, OH&S Act, Batho Pele principles and Patients’ Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling, Good listening and communication skills. Co-ordination and planning skills. Team building and
supervisory. Good interpersonal relationship. Good insight of procedures and policies pertaining to nursing care.

**DUTIES**: Provide promotive, preventative, curative and rehabilitative services to the community. Ensure proper utilization and safekeeping of basic medical equipment. Assist in orientation and induction of staff. Provide direct and indirect supervision of all nursing staff. Implement Batho Pele principles. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, Ideal Clinic, Quality and Clinical Audits. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources. Plan and organize own work to ensure proper nursing care in the clinic. Conduct health education to community. Assist in data management. Ensure pharmaceutical management. Assist in the management of mother and child programmes.

**ENQUIRIES**: Mrs SI Mkhwanazi Tel No: (035) 4766242

**APPLICATIONS**: All applications should be posted to: The CEO, Private Bag x126, Kwa-Pett, 3280 or hand deliver to Mbongolwane District Hospital.

**FOR ATTENTION**: Human Resource Practices/Chief Executive Office

**NOTE**: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity document and Driving Licence – not copies of certified copies. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualified applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered.

**CLOSING DATE**: 12 February 2021