### ANNEXURE J

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

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

## OTHER POSTS

<table>
<thead>
<tr>
<th>POST 04/122</th>
<th>HEAD CLINICAL UNIT (MEDICAL) GR1 REF NO: GS 05/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Component</td>
<td>Orthopaedics: Orthopaedic Trauma</td>
</tr>
<tr>
<td>SALARY</td>
<td>R1 728 807 per annum (All inclusive package), consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted overtime which is based on Departmental operational needs. Employee must sign the commuted overtime contract form annually.</td>
</tr>
<tr>
<td>CENTRE</td>
<td>Greys Hospital, Pietermaritzburg</td>
</tr>
<tr>
<td>REQUIREMENTS</td>
<td>FCS Ortho (SA) or MMed in Orthopaedics Registration with the Health Professions Council of South Africa as a Specialist: PLUS 3 years post-registration experience as a ‘Medical Specialist’ Recommendations: Experience in Tertiary-level Orthopaedic Trauma Surgery Knowledge, skills, Experience and Competencies Possess sound knowledge of Human Resource Management, budgeting, programme implementation, monitoring and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service Legislation, Regulations and Policy including medical ethics, epidemiology, budget control and statistics. Good communication, leadership, decision-making and clinical skills.</td>
</tr>
<tr>
<td>DUTIES</td>
<td>Service Provision: Participate in outpatient assessment and treatment, ward rounds and operative treatment of orthopaedic patients and orthopaedic trauma and orthopaedic emergencies (incl. acute infections) in particular. Coordinate the provision of orthopaedic emergency and trauma services within the relevant referral area. Continuously monitor service delivery, both at Grey’s hospital and referring hospitals, and to institute quality improvement measures to correct deficiencies. Management: Assist in administrative duties related to the optimal functioning and service delivery in orthopaedics at Grey’s Hospital and the relevant referral hospitals. Engagement with relevant stakeholders concerning improvement of clinical service delivery in the field of orthopaedic trauma in the relevant drainage area. Development of protocols and clinical pathways for safe and efficient management of emergent and traumatic orthopaedic conditions. Ensure that data is collected and analysed on the state of orthopaedic trauma in the relevant referral area, in order to enable policy/strategy development/clinical governance and quality improvement programme. Co-ordination, integration and implementation of orthopaedic trauma service delivery within the relevant referral area. Outreach: To participate in an effective outreach programme aimed at improvement of patient access to the relevant clinical services. Teaching and Learning: Develop a teaching/learning programme relating to orthopaedic trauma aimed at all relevant service providers, including a comprehensive post-graduate training programme. Academic / Research: To pursue research in the field of trauma orthopaedics.</td>
</tr>
</tbody>
</table>

**ENQUIRIES**: Dr KB Bilenge Tel No: (033) 8973321  
**APPLICATIONS**: To be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200.  
**FOR ATTENTION**: Mrs. M. Chandulal  

**NOTE**: Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies.hr endorsed certificate of service/work experience c) Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. Faxed and emailed applications will NOT be accepted. 2. The circular minute number/reference must be indicated in the column provided on the form Z83 e.g GS 05/21. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The
appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC).Please note that candidates will not be reimbursed for S&T claims for attending interviews. It is the applicant’s responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.

CLOSING DATE: 19 February 2021

POST 04/123: MANAGER: MEDICAL SERVICES REF NO: MONT 03/2021 (X1 POST)

SALARY: R1 173 900 per annum Inclusive package per annum
CENTRE: Montebello Hospital
REQUIREMENTS: Senior Certificate or Equivalent qualification. MBCHB or equivalent qualification. Registration with the HPCSA as Medical Practitioner. A minimum of 4 years appropriate experience as Medical Officer after registration with the HPCSA as Medical Practitioner. Certificates of service must be attached as proof of experience. Recommendations: Supervisory experience. Computer literacy in Microsoft Word, Excel, Outlook and PowerPoint, and Unendorsed valid driver’s license (code 8) or C driver’s license (code 10).

DUTIES: Ensure the provision of safe, ethical, legal and high quality medical care in the hospital. Facilitate the formulation of policies and procedures and ensure that these are in line with statutory regulations and code of ethics. Ensure the provision of protocols and guidelines to doctors at the correct level. Participate in the quality Improvement Programme of the component to ensure that policies and procedures are followed. Conduct clinical audits with the support of the clinical staff. Liaise with the District Office and Head Office on matters related to medical services. Ensure that cost-effective service delivery is maintained within the hospital. Maintain discipline and deal with labor relations issues in terms of the laid down procedures. Supervise and support medical officers and allied staff. Serve in all clinical related committees, including management committees like Management Committees, Cash Flow Committee, IMLC, etc. Ensure availability of clinical protocols for the management of high risk conditions in the hospital. Provide duties that can be allocated in terms of the hospital, district and departmental needs. Ensure medical coverage to Primary Health Care clinics. Organize both academic and clinical service functions of the Department, including ward rounds, outpatients clinics, and clinical training ward rounds. Participate in clinical research and academic programmes in the respective clinical department. Provide academic and clinical administrative leadership. Form part of the senior management in the hospital. Attending to staff at our Occupational Health Clinic if the Medical Officer allocated for it is not available.

ENQUIRIES: Mrs BR Msomi Tel No: (033) 506 7000
APPLICATIONS: All Applications Should Be Forwarded To: The Chief Executive Officer: Montebello Hospital, P/Bag x506, Dalton, 3236.
FOR ATTENTION: Human Resource Manager
NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary
proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

**CLOSING DATE**: 26 February 2021  
**POST 04/124**: CHIEF EXECUTIVE OFFICER GJ CROOKES HOSPITAL REF NO: G19/2021

**SALARY**: R869 007 per annum (Level 12), an all Inclusive MMS Salary Package  
**CENTRE**: District Health Services  
**REQUIREMENTS**: A degree/advanced diploma in a health related field, registration with relevant professional council; Plus A degree/diploma in health management or a degree/advanced diploma in a management field. Plus At least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver’s license (Code 08). NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Competencies: Knowledge: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership programme and project management; financial management; change management; people management and empowerment. Progress Competencies: Service delivery innovation; knowledge management; problem solving and analysis; communication; client orientation and customer focus.

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

**ENQUIRIES**: Mrs N Mkhize Tel No: (039) 688 3039  
**APPLICATIONS**: All applications should be forwarded to: The District Manager: UGU District Office: KZN Department of Health, Private Bag X5501, Scottburgh, 4180 or Hand delivered to: Hospital road, Scottburgh  
**FOR ATTENTION**: Miss DL DU Randt  
**NOTE**: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part
A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications.

CLOSING DATE : 19 February 2021

POST 04/125 : MEDICAL OFFICER (GRADE 1, 2, 3) REF NO: GS 04/21
Component: Dermatology

SALARY : Grade 1: R821 205 per annum
Grade 2: R938 964 per annum
Grade 3: R1 089 693 per annum
All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, plus commuted overtime which is subject to the needs of the department (Incumbent will have to sign the relevant contract form annually)

CENTRE : Greys Hospital, Pietermaritzburg

REQUIREMENTS : MBCHB Degree Plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner by the time of appointment. Recommendations Experience in Dermatology A documented specific interest in Dermatology ACLS course completed (current valid certificate). Knowledge, Skills, Training and Competency Required: Sound clinical and patient management skills; human resource management; information management; quality assurance programs Current health and public service legislation, regulations and policy, and medical ethics

Grade 1: Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as an independent Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. Grade 2: Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as an independent 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: Experience: 10 years’ experience after registration with the HPCSA as an independent Medical Practitioner. Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa.

DUTIES : Medical care of patients: Dermatology – This is a post for care of out- and in-patients with dermatological conditions. Level of care required – Medical care appropriate to Grey’s Hospital, a tertiary and referral health facility; Overtime requirements – After-hours work in the Departments of Internal Medicine and/or Dermatology will be required, depending on the needs of the Departments of Dermatology and Internal Medicine. Geographical limits – the post(s) will be based at Greys but you will be expected to perform duties at various health facilities, which may include rotations in Dermatology at facilities within the Pietermaritzburg metropole. Outreach Dermatology services to facilities in Area 2 may be required either regularly or from time to time. Administration and management: Supervise junior medical staff, including in clinical work, attendance, time management, conflict management etc; Service logistics – assist in administrative aspects of running the Department of Dermatology and/or Internal Medicine e.g. roster and rotation planning, clinical and operational protocol development; Quality improvement – assist and participate in quality improvement, including audits Medico-legal matters – assist with medico-legal tasks such as medical reports for insurance claims,
mortality and morbidity analysis etc. Academic programme: Training - provide in-service training to staff or be a recipient of in-service training, as appropriate for a medical officer and to meet the needs of the service; Teaching – participate in under-graduate and post-graduate training programmes (teaching, examinations, administration etc) as required by the programmes and appropriate for a medical officer; Academic activities – active participation in academic activities such as journal clubs, academic presentations etc. Research – participate in departmental research. Initiation and performance of research is optional but desirable.

ENQUIRIES:
Dr AV Chateau Tel No: (033) 897 3177
APPLICATIONS:
Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200.
FOR ATTENTION:
Mrs. M. Chandulal
NOTE:
Directions To Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website. Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies. Faxed and e-mailed applications will NOT be accepted. The circular minute number/reference must be indicated in the column provided on the form Z83 e.g GS 04/21. Please note due to large numbers of applications we envisage to receive, applicants that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPPC).Please note that candidates will not be reimbursed for S&T claims for attending interviews. It is the applicant’s responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.

CLOSING DATE:
19 February 2021

POST 04/126:
ASSISTANT MANAGER NURSING (GENERAL) ALL CLINICS AND OTHER OUT PATIENT DIAGNOSTICS DEPARTMENT REF NO: HRM 07/2021 (X1 POST)
Directorate: Medicine
Re-advert, those who applied before must re-apply

SALARY:
R562 800 per annum (an all-inclusive remuneration package)

CENTRE:
King Edward VIII Hospital

REQUIREMENTS:
Senior Certificate (Grade 12) or equivalent PLUS degree/diploma in General Nursing and Midwifery,. Minimum of 8 years appropriate recognizable nursing experience after registration as a professional nurse with SANC in General Nursing, proof of current registration with SANC (2021), at least 3 years of the period referred to above must be appropriate/recognizable experience at a Management Level, certificate of service endorsed by HR as a proof of experience Recommendations Computer literacy, diploma/degree in nursing management will be an added advantage, driver’s license code EB (08).

Knowledge, Skills, Training, And Competencies Required: Knowledge and insight into nursing processes and procedures, knowledge and insight into nursing statutes and other relevant public service acts, decision making and solving skills, interpersonal skills, interpersonal skills and conflict management skills, knowledge and implementation of Batho Pele principles, good communication skills, supervisory and analytical thinking skills, ability to implement national core standards, basic understand of HR and financial policies and practices.

DUTIES:
Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner, manage and supervise utilization of all resources in the clinics, ensure effective utilization of all infection control and prevention practices by all staff including support service and cleaning staff, supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, operational and strategic plans aimed at improving
service delivery, facilitate and ensure the implementation of department priorities and national core standard, monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients’ records, demonstrate a concern for patients, promoting and advocating proper treatment and care, monitor and evaluate staff performance, ensure effective data management, ensure ethics and professional is maintained, demonstrate effective and professional is maintained, demonstrate effective communication with staff, patients, and multidisciplinary team, exercises control over discipline grievance and all labour related issues, develop/establish and maintain constructive working relationship with nursing and other stakeholders.

ENQUIRIES: Mrs. NP Ngcobo Tel No: (031) 360 3026 Deputy Nursing Manager
APPLICATIONS: All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013.
FOR ATTENTION: Mrs. NP Ngcobo Deputy Nursing Manager Tel No: (031) 360 3026
NOTE: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T Claims.

POST 04/127: OPERATIONAL MANAGER (PHC) MATERNITY UNIT REF NO: STC 03/2021 (X1 POST)

SALARY: R562 800 - R633 432 per annum. Other Benefits: 13th Cheque, housing allowance (employee must meet prescribed conditions) Medical Aid (optional) and 8% Rural Allowance

CENTRE: St Chads CHC

REQUIREMENTS:
Senior Certificate (Grade 12).Basic R425 qualification (i.e. degree/diploma) in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse PLUS.A minimum of 9 years recognizable experience in nursing after registration as professional nurse with SANC in General Nursing. One (1) year Post basic qualification in Advanced Midwifery & Neonatal. At least 7 years of the period above must be appropriate recognizable experience in the specific specialty after registration in the specific specialty. Proof of current registration with SANC (2021).Proof of current and previous experience; certificate of service endorsed by HR.

DUTIES: Co-ordinate of optimal, holistic specialized nursing care within set standards and professional/ legal framework. Ensure accurate and reliable statistics and report generated through the information management section. Monitor and evaluate the effectiveness of nursing staff development practices in the CHC
against set standards with the view to identify and address problem areas timeously. Ensure the effective, efficient and economical use of all allocated resources, including human resources. Provision of the support to the nursing service. Co-ordination of the provision of the effective training and research. Maintain professional growth, nursing ethics, professionalism and self-development. Participate in all initiatives/meetings with an aim to achieve quality service provision. Ensure that the units comply with Norms and Standards/Ideal Clinic. Realization of Batho-Pele principle to meet the needs and demands of the clients. Strengthen implementation of MCWH Programmes as per National guidelines and ensure meeting targets. Participate in PPIP Programme. Co-ordinate and assist with perinatal mortality review meetings.

ENQUIRIES : Mrs C.I.Ndlovu Tel No: (036) 6379600
APPLICATIONS : All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag X 9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.
FOR ATTENTION : Mr S.D.Mdletshe
NOTE : Applications must be submitted on the prescribed Amended Z83, Application for Employment Form effective 01/01/2021 which is obtainable at any Government OR from website www.kznhealth.gov.za which must be signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copy of ID document, certified copies of highest educational qualifications (not copies of previously certified copies), registration with council. The reference number must be indicated in the column provided on the form Z83 (Part A).Persons with disabilities should feel free to apply for the post. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applications. Please note that due to a large of applications received, applications will not be acknowledged. However, every successful applicant will be advised of the outcome of the application in due course. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (security clearance/vetting),credit records, citizenship) qualifications of Educational Qualification by SAQA, verification of previous experience from Employers and Verification form Company Intellectual Property Commission (CIPC).Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate form the South African Qualification Authority (SAQA) to their application. Non-RSA Citizens/ Permanent Residents/ Work Permit holders must submit documentary proof together with their applications All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised are free to apply. Please note that no S&T payments will be considered for payment to candidates that are invited for interview.

CLOSING DATE : 23 February 2021
POST 04/128 : OPERATIONAL MANAGER (PHC) REF NO: EKU 02/2021 (X1 POST)
SALARY : R562 800 - R633 432 per annum. Other Benefits: 13th Cheque, housing allowance (employee must meet prescribed conditions) Medical Aid (optional) and 8% Rural Allowance
CENTRE : Ekuvukeni Clinic
REQUIREMENTS : Senior Certificate (Grade 12), Diploma/Degree in General Nursing and Midwifery. Registration with SANC in General Nursing and Midwifery. Proof of current registration with SANC (2021). A minimum of 9 years recognizable experience in nursing after registration as professional nurse with SANC in General nursing of which 5 years must be recognizable experience after obtaining one year post basic qualification in Primary Health Care. Proof of current and previous experience; certificate of service endorsed by HR. Recommendations: Diploma in Nursing Administration. Computer literacy literacy. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Knowledge of policy directives information the provision of Primary Health Care. Good verbal and written communication and report writing skills. Leadership, organizational, decision making and problem solving

**DUTIES**
- Promote quality nursing care as directed by the professional scope of practice and standards as determined by the PHC Core package, norms and standard and Ideal Clinic Realization. Assist in planning, organizing and monitoring of objectives of the units and departments. Demonstrate understanding of Human Resource and Financial Management and practices and procedures.
- Supervise staff under your control and perform consequence management where necessary. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients' needs, requirements and expectations (Batho-Pele). Able to plan and organize own work and that of support personnel to ensure proper nursing care. Manage all resources within units effectively and efficiently to ensure optimal service delivery. Carry out PMDS evaluation of staff, formulate training programmes and participate in the training and development of staff. Ensure that all equipment in the nursing department is adequate, checked and is in working order. Provide a safe, therapeutic and hygienic environment as laid down by the Nursing Act, Occupational Health and Safety Act and all other applicable prescripts. Oversee the functioning of units and report to nursing management. Active involvement in Operation Sukuma Sakhe. Manage the out-reach services and ensure data management. Conduct facility Nerve Centre, Information Health Meetings and sit in other meetings. Promote Nursing Ethics and Professionalism.

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

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

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

**NOTE**
Applications must be submitted on the prescribed Amended Z83, Application for Employment Form effective 01/01/2021 which is obtainable at any Government OR from website www.kznhealth.gov.za which must be signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copy of ID document, certified copies of highest educational qualifications (not copies of previously certified copies), registration with council. The reference number must be indicated in the column provided on the form Z83 (Part A). Persons with disabilities should feel free to apply for the post. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applications. Please note that due to a large of applications received, applications will not be acknowledged. However, every successful applicant will be advised of the outcome of the application in due course. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (security clearance(vetting), credit records, citizenship) qualifications of Educational Qualification by SAQA, verification of previous experience from Employers and Verification form Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate form the South African Qualification Authority (SAQA) to their application. Non-RSA Citizens/ Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised are free to apply. Please note that no S&T payments will be considered for payment to candidates that are invited for interview.

**CLOSING DATE**
23 February 2021

**POST 04/129**
ASSISTANT DIRECTOR : OCCUPATIONAL THERAPY/PHYSIOTHERAPY

**REF NO: GS 03/21**
Component: Allied Health (Case Manager)

**SALARY**
R517 326 - R574 158 per annum + 13th cheque, medical-aid (optional), Homeowners allowance (employee must meet the prescribed requirements)

**CENTRE**
Greys Hospital, Pietermaritzburg
**REQUIREMENTS**

Degree in Occupational Therapy/Physiotherapy Plus Current registration with the Health Professional Council of South Africa Plus Minimum of 5 years work experience within a hospital with paediatric experience of which at least 3 years must be supervisory in nature. Plus Enendorsed valid Code B drivers license (Code 08) NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Recommendations Paediatric Neurodevelopmental Technique and medicolegal experience will be an added advantage Knowledge, Skills, Training and Competency Required: Excellent knowledge and expert skill in occupational therapy/physiotherapy diagnostic and therapeutic procedures Knowledge of the scope of other rehabilitation professions, Excellent knowledge in rehabilitation equipment, assistive devices and relevant consumables. Sound knowledge and skill of institutional administrative tasks excellent knowledge and skill in medicolegal report writing Knowledge of medicolegal procedures related to rehabilitation Knowledge of all current legislation related to OT/Physiotherapy/Speech Therapy eg. Scope, acts, guidelines, etc Good knowledge of current research and development Excellent Management and supervisory skill for both staff and students Excellent interpersonal and communications skills Excellent problem solving and analytical skill for patient care and management Ethical reasoning in clinical and human resource management Good Leadership, flexible, innovative, resourceful and creative with excellent organizational and time management skills Good IT, knowledge and skills- excel, word and power point.

**DUTIES**

Overall management of the allied medicolegal service for the western half of KZN (area2) Monitor and coordinate all rehab services (Physio, OT, Speech, audio) and other relevant services for all medicolegal patients between Greys, PMB Assessment and Therapy Centre, private practitioners, drainage hospitals and legal services as needed Ensure coordinated bookings for lodging, assessment, treatments, block therapy, NGO consults, legal consults and other medical professional consults. Manage a case load, assess and treat patients when indicated and provide an expert opinion on rehabilitation services. Audit, compile and produce comprehensive medicolegal assessments, progress reports and quantitative costing for all rehabilitation professions. Audit and review case progress Liaise with the legal departmental and associated legal professionals to determine the needs of each case, evaluate opposition rehabilitation reports, prepare court documents, and appear in court as needed. To work with the Medicolegal departments at Head Office and manage the rehabilitation needs of all allocated medico legal clients To make referrals and appointments to all relevant medical professional and other role players as directed by the assessing and treating rehabilitation staff. Develop strategic and operational planning for the medicolegal unit for rehabilitation Sound financial and procurement planning for projected requirements of the service and the patient with respect to assistive devices and other service needs. Develop policies, clinical guidelines, operational procedures and quality assurance processes for the medicolegal services and ensure cost effective interventions and outcomes. To supervise all staff and students allocated to the service and ensure effective staff utilization. Ensure comprehensive training programme with research and analysis for the medicolegal services.

**ENQUIRIES**

Mrs A Chetty/ Mrs H Shanahan Tel No: (033) 897 3781/3795

**APPLICATIONS**

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

**FOR ATTENTION**

Mrs. M. Chandulal

**NOTE**

Directions To Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website. Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies.hr endorsed certificate of service/work experience c) Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. The circular minute number/reference must be indicated in the column provided on the form Z83 e.g GS 03/21. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks.
(security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). Please note that candidates will not be reimbursed for S&T claims for attending interviews. It is the applicant’s responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.

**CLOSING DATE**: 19 February 2021

**POST 04/130**: OPERATIONAL MANAGER: GENERAL STREAM REF NO: HRM 09/2021 (K1 POST)

**CENTRE**: King Edward VIII Hospital

**REQUIREMENTS**: Senior Certificate / Grade 12. Qualification (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse ( Obtained from College University). Registration with SANC as General Nurse and Midwifery. Current South Africa Nursing Council (SANC) receipt – license to practice (2021). Minimum experience: 7 years appropriate/ recognizable experience in Nursing after registration. Recommendation: Computer Literacy Knowledge, Skills, Training and Competencies Required: Knowledge and insight into nursing processes and procedures. Nursing Prescripts and other relevant Public Service Acts. Decision making & problem solving skills. Interpersonal skills in dealing with conflict management. Knowledge and implement of National Core Standards and Ideal Hospital realisation and Maintenance Framework. Good Communication skills. Supervisory and analytical thinking skills. Application of the APIER approach.

**DUTIES**: Ensure the provision of quality patient care in an efficient and cost effective manner. Manage the effective utilization of all resource (human and material) in the unit. Ensure effective implementation of infection control and prevention practices by all staff including support service and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, Operational and strategic plans aims at improving service delivery. Facilitate and ensure the implementation of Departmental Priorities, National Core Standards and Ideal Hospital Realization and Maintenance Framework. Monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients’ records. Demonstrate a concern for patients, promoting and advocating proper treatment and care. Monitor and evaluate staff performance (EPMDS). Ensure effective data management. Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff, patients, colleagues, and clinicians (multidisciplinary team) / all stakeholders. Exercise control over discipline, grievance and all labour related issues. Management of Patient Safety Incident as per guidelines. Management of complaints as per guidelines. 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. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be
advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T Claims.

CLOSING DATE: 19 February 2021

POST 04/131: CLINICAL PROGRAMME COORDINATOR MENTAL HEALTH LEVEL GRADE 1 REF NO: UMZIN 01/2021

SALARY: R444 276 per annum. Other Benefits 13th cheque Medical aid: Optional Homeowner’s allowance: Employee must meet prescribed requirements. Rural allowance on claim basis

CENTRE: Umzinyathi Health District Office

REQUIREMENTS: For The Post Grade 12/Matric certificate an appropriate B Degree/ National Diploma or equivalent qualification in Nursing PLUS Minimum of 7 years appropriate /recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. Current Registration with SANC. Valid Driver’s License – Code 8 plus Proof of Computer Literacy – Ms Office (Word, Excel, Outlook & PowerPoint) Attach Proof of previous and /or Current Employment verified, signed and stamped by HR Department/ Employer. Recommendations Hospital and Primary Health Care Experience in Mental Health Care and Non Communicable Disease Management and Control. Knowledge, Skills and Competencies Required: Project management, excellent management, facilitation, communication and interpersonal skills. Report writing abilities Financial Management skills Empathy and counselling skills and knowledge Ability to make independent decisions an ability to priorities issues and other work related matters and to comply with timeframes proven initiative, decisiveness and the ability to acquire new knowledge swiftly A clear understating of challenges facing the Public Sector.

DUTIES: Ensure sustainable psychosocial support for all personnel during the Covid 19 pandemic and ensure prompt and proper referral to next level of care Ensure that the community based model is implemented whilst providing clear direction for all CHW’s and Outreach Team Leaders regarding the home medicine delivery model for all NCD chronic medicines and identifying mental health challenges within households. Monitor the Mental Health and NCD budget and ensure timeous procurement of all required resources Ensure that the community based model is implemented whilst providing clear direction for all CHW’s and Outreach Team Leaders regarding the home medicine delivery model for all NCD chronic medicines. Ensure that all Mental Health and NCD forums are officially appointed with clear TOR Ensure the smooth coordination of the diabetes community screening and testing project Ensure alignment of all District Mental Health and NCD plans to the National Development Plan Monitor the NCD 90 90 90 targets and implement and monitor plans for the District Map all NGO’s, NPO’s and state funded facilities managing Mental Health and NCD’s within the District and ensure integration of services offered by them to all District implementation plans Facilitate capacity building for Sub-District Mental Health Coordinators, NCD and Mental Health Nurses Work with all relevant internal and external stakeholders to ensure implementation of the Mental Health and NCD programme through the OSS program. Monitor all NCD targets according to the District Operational Plan Compile monthly, quarterly and annual reports and submit to direct supervisor and Provincial directorate.

ENQUIRIES: Mrs. S Sibiya Tel No: (034) 2999 114

APPLICATIONS: All applications should be forwarded to the Human Resource Office, 34 Wilson Street, Umzinyathi Health District Office, Dundee, Private Bag X 2052, Dundee 3000

FOR ATTENTION: Mr. SAF Sikhakhane

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

CLOSING DATE: 22 February 2021

POST 04/132: CLINICAL PROGRAMME COORDINATOR – HEALTHY LIFESTYLE, SCHOOL HEALTH AND ORAL HEALTH LEVEL GRADE 1 REF NO: UMZIN 02/2021

SALARY: R444 276 per annum. Other Benefits 13th cheque Medical aid: Optional Homeowner’s allowance: Employee must meet prescribed requirements. Rural allowance on monthly claim basis
CENTRE: Umzinyathi Health District Office

REQUIREMENTS: For The Post: Grade 12/Matric certificate An appropriate B Degree/ National Diploma or equivalent qualification in Nursing PLUS Minimum of 7 years appropriate /recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. Current Registration with SANC. Valid Driver’s License – Code 8 plus Proof of Computer Literacy – Ms Office (Word, Excel, Outlook & PowerPoint) Attach Proof of previous and / or Current Employment verified, signed and stamped by HR Department/ Employer. Recommendations: Primary Health Care Experience in School Health. Experience in Health Promotion Knowledge, Skills and Competencies Required: Project management excellent management, facilitation, communication and interpersonal skills. Report writing abilities Financial Management skills Empathy and counseling skills and knowledge Ability to make independent decisions an ability to priorities issues and other work related matters and to comply with timeframes proven initiative, decisiveness and the ability to acquire new knowledge swiftly. A clear understating of challenges facing the Public Sector.

DUTIES: Co-ordinate the Covid 19 Health Promotion strategy within the District and monitor the output whilst ensuring sustainability of the strategy Plan, organize and conduct community dialogues and events that convey health messages and practices which support health programme strategies. Support DOE with all Covid 19 and other outbreak responses as per regulations Form part of the DOE Covid 19 steering committees and offer health related guidance Co-ordinate the ISHP District committee, appoint committee member and schedule meetings Develop schools to meet the criteria required to become health promoting schools and ensure that this status is sustained. Develop operational plans to ensure that School Health Teams provide Integrated School Health Services. Ensure that School Health Teams work in collaboration with WBOT in implementing PHC Re-engineering activities. Co-ordinate the HPV Campaign viz, District microplan compilation, procurement and supporting Sub-Districts pre, during and post the campaign for monitoring purposes. Support oral health teams in providing comprehensive oral health services Conduct quarterly health oral health services Promote healthy lifestyle activities in the District and ensure these feature in the District newsletter Network with other provincial departments (OSS), NGO's and District Municipalty to maximize resources and to provide quality school health services in the district Ensure proper supervision of outreach teams including school health, health promotion and oral health. Monitor indicators which measure health outcomes, provide support and report on findings to District Health Management. Report accurately, timely and correctly to direct Supervisor and Provincial Office.

ENQUIRIES: Mrs. S Sibiya Tel No: (034) 2999 114

APPLICATIONS: All applications should be forwarded to the Human Resource Office, 34 Wilson Street, Umzinyathi Health District Office, Dundee, Private Bag X 2052, Dundee, 3000.

FOR ATTENTION: Mrs. ML Mbatha

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

CLOSING DATE: 22 February 2021

POST 04/133: CLINICAL PROGRAMME CO-ORDINATOR: QUALITY MANAGER – GRADE 1 REF NO: IMBALCHC 01/2021 (X1 POST)

SALARY: R444 276 - R500 031 per annum Other Benefits: 13th cheque, medical aid (optional), housing allowance (employee must meet prescribed requirements), 8% inhospitable allowance and uniform allowance.

CENTRE: Imbalenhle CHC

REQUIREMENTS: Grade 12 (senior certificate), Degree or diploma in general nursing and midwifery. Registration with south African Nursing Council (SANC) as a professional nurse. Current registration with SANC (SANC receipt 2021). A minimum of 7 years appropriate/ recognizable experience in nursing after registration as professional nurse. Proof of current and previous experience endorsed by Human Resource must be attached (certificate of service). Experience of at least 2 years in the implementation of quality projects and programmes. Recommendation: A valid code B driver’s license. Knowledge, Skills, Training and Competencies Required: Knowledge of SANC regulations, health policies, current public services and health related legislations. Practical
experience in Quality Assurance and initiatives. Knowledge of National and Provincial Quality initiatives. Presentation and facilitation skills, assertiveness and diplomacy. High level of interpersonal relationship skills. High level of initiative and innovation. Good communication skills (written and verbal). Problem solving and decision making skills. Computer literacy in word processing in word processing and spread sheet packages. Data management.

**DUTIES**: Development and promote quality assurance culture within the institution. Facilitate formation of quality assurance committees and ensure effective functioning of these committees and that all staff participates in quality assurance programmes. Ensure that quality improvement programmes are initiated and implemented in order to address short-coming and non-compliances issues. Ensures and monitor the compliance of the institution to quality programs especially national core standards and NHI. Facilitate and participate in the development of institutional policies and protocols with regards to quality. Monitor, evaluate and reports on the delivery of quality care at institutional level including clinical care, waiting times and client experience at the institution. Co-ordinate internal quality clinical audits and make recommendations to bridge identified gaps. Maintains accurate reports and records of quality assessments and ensure timeous interventions on non-compliance. Provide advice on various aspects of quality care to all departments within the institution. Compile and submit monthly/quarterly reports to the CHC manager and institutional management for timeous submission to the district. Develop budget plan for the unit and exercise control over utilization of such budget. Represent the institution on the district quality improvement committee’s. Manage the quality of information structures and mechanisms within the institution.

**ENQUIRIES**: Mrs NP Msomi Tel No: (033) – 398 9100 EXT: 9111

**APPLICATIONS**: Human Resources Department Imbalenhle Community Health Centre, Private Bag X 9104, Pietermaritzburg 3200 or Hand delivered at Imbalenhle Community Health Centre- HR, Unit 3, Thwala Road, Imbal, Pietermaritzburg.

**NOTE**: Imbalenhle Community Health Centre is guided by the principle of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity target of the institution. Preference will be given to African male and People with disability.

**CLOSING DATE**: 19 February 2021

**POST 04/134**: OPERATIONAL MANAGER – GENERAL (NIGHT DUTY) GRADE 1 REF NO: HRM 05/2021 (X1 POST)

**CENTRE**: King Edward VIII Hospital

**SALARY**: Grade 1: R444 276 – R500 031 per annum. Other Benefits: Medical Aid (Optional): Housing Allowance. Employee must meet prescribed requirements.

**REQUIREMENTS**: Matric/Senior certificate(Grade 12) or equivalent qualification, degree/Diploma in General Nursing Science and Midwifery, current registration with South African Nursing Council as Professional nurse and a midwife, current proof of registration with SANC for 2021, minimum of 7 years appropriate/recognizable experience as a Professional Nurse after registration as Professional nurse, proof of previous and current experience (certificate of service) and stamped by HR must be attached Recommendation: Computer literacy and Drivers license EB (08) Knowledge, Skills, Training, And Competencies Required: Knowledge of public service policies, Knowledge of nursing care processes and procedures, Leadership, organizational, decision making and problem solving abilities within the limit of public sector and institutional policy framework, financial and budgetary knowledge pertaining to the nursing care. Knowledge of policy directives informing HAST programmes in the department, good interpersonal relations including negotiating, conflict handling, counselling and disciplinary skills, Basic computer skills.

**DUTIES**: Ensure adequate coverage and supervision of staff in all units to allow provision of quality patient care in an efficient and cost effective manner, facilitate and strengthen implementation of health care services delivery policies, procedures clinical guidelines, protocols, plans and strategies aimed achieving service excellence. Professional/clinical-ethical standards within the applicable legal framework, participate and ensure implementation of norms and standards, national health priorities and quality improvement initiatives including national priority program plans, ensure a safe environment for both
patients and staff at night, identify staff and student training needs, ensure the
effective development takes place and monitor performance thereof,
Demonstrate effective communication with staff, patients, colleagues, clinicians
and other stakeholders including report writing and presentation, Ensure
effective and efficient management and utilization of resources including staff
material financial etc, exercise control of discipline, grievance and labour
relations in terms of laid down policies and procedures, ensure effective date
management at night, ensure all night services are coordinated, relieves night
manager when not on duty.

ENQUIRIES
APPLICATIONS
FOR ATTENTION
NOTE

Mrs. NP Ngcobo Tel No: (031) 360 3026 Deputy Nursing Manager

Mrs. NP Ngcobo Deputy Nursing Manager Tel No: (031) 360 3026

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

CLOSING DATE
POST 04/135
SALARY
CENTRE
REQUIREMENTS
DUTIES

: 26 February 2021

: CLINICAL NURSE PRACTITIONER REF NO: MONT 01/2021 (X1 POST)

: Grade 1: R383 226 per annum
Grade 2: R471 333 per annum

: Esidumbini Clinic

: Senior Certificate or Equivalent qualification. Degree/Diploma in General
Nursing 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 as a General Nurse and Midwife. 2021 SANC Annual practicing
certificate (2021 receipt or proof thereof). Proof of current and previous
experience endorsed by Human Resource Department.

Experience: Grade 1:
A minimum of 04 years appropriate/recognizable experience in nursing after
registration as professional nurse with SANC in General Nursing.
Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after
registration as a Professional Nurse with the SANC in General Nursing. At least
ten years of the period referred to above must be appropriate/recognizable
experience in the Maternity after obtaining the 1-year post basic qualification
in Primary Health Care. Certificates of service must be attached as proof of
experience.

Perform a clinical nursing science in accordance with the scope of practice and
nursing standards as determined for a primary health care facility. 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 Pe le 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 area
for improvement, problems etc and communicate these to sister in charge.
Compile and analyze monthly statistics and use the information for future planning. Maintain clients’ satisfaction through quality services. Maintain clinical competence by ensuring that specific principles of nursing care are within the legal requirements. Appropriate medication and treatment is created and maintained to ensure safe nursing care within the legal requirement.

ENQUIRIES : Ms SG Ndlovu Tel No: (033) 506 7000
APPLICATIONS : All applications should be forwarded to: The Chief Executive Officer: Montebello Hospital, P/B x506, Dalton, 3236.
FOR ATTENTION : Human Resource Manager
NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

NOTE: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

CLOSING DATE : 26 February 2021
POST 04/136 : CLINICAL NURSE PRACTITIONER (PHC) GRADE 1 & 2 REF NO: STC 04/2021 (X1 POST)
SALARY : Grade 1: R383 226 per annum
Grade 2: R471 333 per annum
Other Benefits: 13th Cheque, housing allowance (employee must meet prescribed conditions) Medical Aid (optional) and 8% Rural Allowance
CENTRE : St Chads
REQUIREMENTS : Senior certificate or Grade 12. Degree/Diploma in General Nursing and Midwifery. Current registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery (2021). Post Basic Diploma in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care (PHC) with a duration of at least one (1) year. Certificate of Service Endorsed by Human Resource Department. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a professional nurse with SANC in General Nursing. At least one year Post Basic Nursing qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Experience: Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years must be appropriate/recognisable experience after obtaining the one year Post Basic qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care.

DUTIES : Provision of nursing comprehensive of service according to PHC CORE packages. Provision of holistic health care approach (preventative, promotive, curative and rehabilitative) services. Provision of administration services.
Involvement with community stakeholder meetings and various committees. Provision of staff development through EPMDS management, clinical teaching, trainings, workshops and continuous evaluation of employees. Sit in different facility meetings. Responsible for screening, diagnosing and treatment and care of patients at Primary Health Care level. Initiate community projects, involvement in Operation Sukuma Sakhe projects. Ensure safe and clean environment according to IPC standards. Utilize human and other resources efficiently in a cost effective manner. Work as part of multi-disciplinary team to ensure quality nursing care and quality standards (Ideal Clinic Realization, Norms and Standards) are met. Be involved in clinical audits. Ensure Data management. Advocate for nursing ethics and professionalism. Conduct health awareness/campaigns and ensure priority programmes indicators are achieved. Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.

ENQUIRIES : Mrs C.I.Ndlovu Tel No: (036) 6379600
APPLICATIONS : All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag X 9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.
FOR ATTENTION : Mr S.D.Mdletshe
NOTE : Applications must be submitted on the prescribed Amended Z83, Application for Employment Form effective 01/01/2021 which is obtainable at any Government OR from website www.kznhealth.gov.za which must be signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copy of ID document, certified copies of highest educational qualifications(not copies of previously certified copies), registration with council. The reference number must be indicated in the column provided on the form Z83 (Part A).Persons with disabilities should feel free to apply for the post. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applications. Please note that due to a large of applications received, applications will not be acknowledged. However, every successful applicant will be advised of the outcome of the application in due course. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (security clearance(vetting),credit records, citizenship) qualifications of Educational Qualification by SAQA, verification of previous experience from Employers and Verification form Company Intellectual Property Commission (CIPC).Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate form the South African Qualification Authority (SAQA) to their application. Non-RSA Citizens/ Permanent Residents/ Work Permit holders must submit documentary proof together with their applications All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised are free to apply. Please note that no S&T payments will be considered for payment to candidates that are invited for interview.

CLOSING DATE : 23 February 2021
POST 04/137 : CLINICAL NURSE PRACTITIONER REF NO: MONT 02/2021 (X1 POST)
SALARY : Grade 1: R383 226 per annum
Grade 2: R471 333 per annum
CENTRE : Chibini Clinic
REQUIREMENTS : Senior Certificate or Equivalent qualification. Degree/Diploma in General Nursing 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 as a General Nurse and Midwife. 2021 SANC Annual practicing certificate (2021 receipt or proof thereof). Proof of current and previous experience endorsed by Human Resource Department. Experience: Grade 1: A minimum of 04 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least ten years of the period referred to above must be appropriate/recognizable experience in the Maternity after obtaining the 1-year post basic qualification.
in Primary Health Care. Certificates of service must be attached as proof of experience.

**DUTIES**

Perform a clinical nursing science in accordance with the scope of practice and nursing standards as determined for a primary health care facility. 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 area for improvement, problems etc and communicate these to sister in charge. Compile and analyze monthly statistics and use the information for future planning. Maintain clients’ satisfaction through quality services. Maintain clinical competence by ensuring that specific principles of nursing care are within the legal requirements. Appropriate medication and treatment is created and maintained to ensure safe nursing care within the legal requirement.

**ENQUIRIES**
Ms SG Ndlovu
Tel No: (033) 506 7000

**APPLICATIONS**
All applications should be forwarded to: The Chief Executive Officer: Montebello Hospital, P/Bag x506, Dalton, 3236.

**FOR ATTENTION**
Human Resource Manager

**NOTE**
Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver’s License (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

**CLOSING DATE**
26 February 2021

**POST 04/138**
CLINICAL NURSE PRACTITIONER GR 1 REF NO: 02/2021 (X1 POST)

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

**CENTRE**
Othobothini Community Health Centre

**REQUIREMENTS**
skills. Good communication, Counsel, Interpersonal relations, Conflict Management, Decision making and Problem solving skills.

DUTIES
Ensure the efficient and effective control of surgical sundries. Pharmaceutical, equipment and miscellaneous stores. Screening, diagnosing and treatment of patients. Maintain accurate and complete patients according to legal requirements. Assist in compiling and updating of procedural guidelines .Identify problems, arrears needing improvement and communicate them to Operational Manager. Co-ordination of Service within the institution and other services related to community health (NGO’s,CBO’s,CHW).Ensure supervision, provision and basic patient’s needs. Evaluate and follow up patients during clinic visits. Promotes preventive health for clients. Initiate treatment, implementation of programs and evaluation of patient clinical conditions. Attend and participate during doctors’ visits, provide education to patients, staff and public. Assess in service training needs, planning and implementation of training.

ENQUIRIES
Ms. N.I Mthethwa Tel No: (035) 572 5590 or 083 204 3264

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

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

CLOSING DATE
26 February 2021

POST 04/139
PARAMEDIC GRADE1, 2 & 4 REF NO: UMZIN/EMS 01/2021 (X1 POST)

SALARY
Grade 1: R254 382 per annum
Grade 2: R318 042 per annum
Grade 3: R392 151 per annum
Grade 4: R461 940 per annum
Plus 13th cheque. Danger allowance Medical Aid (Optional) Home Owner’s Allowance (Employee must meet the prescribed requirements)

CENTRE
Umzinyathi Health District Station Nqutu Sub-District

REQUIREMENTS
Grade 12 (Senior Certificate) or equivalent Qualification, CCA or National Diploma. Registration with HPCSA as Paramedic Valid C1 driver’s license with PrDP (G.P) Current registration with HPCSA Proof of work experience signed by HR. Grade 1: No experience required Grade 2: Requires 7 years’ experience after registration as a Paramedic (CCA) Grade 3 Requires 14 years’ experience after registration as a Paramedic (CCA) Grade 4 Requires 24 years’ experience after registration as a Paramedic (CCA). Knowledge, Skills And Competencies Required Possess knowledge of advance life support protocols Have understanding of EMS and its line of business Possess knowledge of Rules and Regulations of Road Traffic Ordinance Emergency Medical Rescue Service operations procedures Ability to maintain professionalism under diverse circumstances. Ability to communicate fluently verbally and in writing. Have a Practical Patient Management Skills.

DUTIES
Maintain Vehicle and medical equipment check he allocated Vehicle and equipment and complete the check list. Wash, clean and disinfect the interior /exterior of the vehicle. Treat and Transport patients to hospital from scene in accordance with the advanced life support protocols. Change and replenish surgical sundries and medical-gases and ensure that all items are used before expiry date. Maintain the vehicle in a clean condition and good working order at all times. Use all equipment and government property as per laid down policies and procedures. Maintain best clinical practices in accordance with quality standards and maintaining continuous Professional Development (CPD). Assistant in maintaining a clean and tidy base. Complete and submit
all appropriate paperwork to the shift leader before the termination of the shift.
Hand over the vehicle and equipment to the next shift/relevant Maintain
accurate and reliable records at all times. Perform over time duties in
accordance with EMS Policy when required. Provide orientation and
supervised training with regards to ALS. Actively participate in training and
quality assurance programs.

ENQUIRIES : Mr. IL Mbatha Tel No: (034) 2191 015
APPLICATIONS : Must be forwarded to Hand delivered at: 34 Wilson Street the District Director
Dundee 3000 Umzinyathi Health District Office, Private Bag X 2052, Dundee, 3000
FOR ATTENTION : Ms. PN Ngobese
CLOSING DATE : 22 February 2021

DEPARTMENT OF TREASURY
The KwaZulu-Natal Department of Provincial Treasury is an equal opportunity, affirmative action
employer and preference will be given to previously disadvantaged groups.

APPLICATIONS : KwaZulu-Natal Provincial Treasury, P O Box 3613, Pietermaritzburg, 3200 or
145 Chief Albert Luthuli Road Pietermaritzburg 3200 Emailed applications are
accepted, please attach only one PDF file of all the required documents
(signed, dated and certified) and email to recruitment@kzntreasury.gov.za
indicating the post title and its reference number in the subject line.
FOR ATTENTION : Ms L Mthimunye
CLOSING DATE : 19 February 2021
NOTE
A new application for employment Z83 form is applicable from the 1st January
2021. The Z83 new application form can be downloaded at www.dpsa.gov.za-
vacancies. Application must be accompanied by a detailed CV, together with
certified copies of your qualification certificates including Matric and ID. *It is
the applicant’s responsibility to have foreign qualifications evaluated by the
South African Qualification Authority (SAQA). Non-South African citizens or
permanent residency holders must submit a documentary proof together with
their applications The Department will also conduct reference checks with HR
of current /previous employer(s) beside the references provided on CV.
Candidates will be subjected to the verification of qualifications, reference
checks as well as a criminal record check and competency assessment.
Correspondence will be limited to shortlisted candidates only and if you have
not been contacted within 3 months of the closing date, please regard your
application as unsuccessful. The successful candidate is required to enter into
an employment contract and a performance agreement. Shortlisted candidates
will be subjected to security vetting. The successful candidate has to disclose
his/her financial interests. Shortlisted candidates will undergo a compulsory
competency assessment and a technical exercise. Targeted: Females and
people with disabilities who meet the requirements.

MANAGEMENT ECHELON
POST 04/140 : CHIEF DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: KZNPT 21/01

SALARY : R1 251 183 (All-inclusive package) per annum. (A remuneration package)
CENTRE : KZN Provincial Treasury, Pietermaritzburg
REQUIREMENTS : An NQF Level 8 post graduate degree in Supply chain Management/Law or
Commerce. A minimum of 5 years Senior Management experience in a Supply
Chain Management environment. The recommended candidate has to
produce an SMS Pre-entry certificate as offered by the National School of
Government (NSG) prior to appointment. A valid driver's license, and in the
case of persons with disabilities who are unable to personally drive, proof of
the ability to meet work related travel commitments is required skills,
knowledge and competencies: Knowledge of, Public Finance Management Act
(PFMA and Treasury Regulations, Division of Revenue Act, Public Service
Regulatory Framework, Public Finance Management-best practices, National
Treasury Guideline documents, South Africa’s fiscal and monetary policy,
Provincial policy priorities, Performance budgeting-best practices and
guidelines, Budget formulation, extensive working knowledge of the public
sector, particularly in the public finance sphere, Labour Relations Act, Basic
Conditions of Employment Act, Employment Equity Act, Access of information
Act and Administrative Justice Act. Problem-solving, analytical and numeracy
skills, quantitative and econometric (statistical) analysis, reporting writing and
general (academic) writing skills, verbal communication and presentation skills, good interpersonal relations, computer literacy, research and analysis, facilitating/chairing meetings, monitoring and forecasting Project management, budgeting and budgeting systems, performance budgeting and strategic planning.

**DUTIES**: Ensure the development, implementation and maintenance of all transversal SCM policies, procedure manuals and guidelines in the Departments, Municipalities and Public Entities. Ensure the provisioning of advice, guidance and support as well as monitoring compliance to Supply Chain Management prescripts in all Provincial Departments, Municipalities and Public Entities. Ensure the management of the information collection and collation process, including analysis thereof, relating to Supply chain Management within the Province. Ensure the provisioning of an effective and efficient transversal office management support services to the Supply Chain Management Unit in term of various legislative mandates. Ensure the effective and efficient management of resources.

**ENQUIRIES**: Ms. S Moodley Tel No (033) 897 4559