

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL  
DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS**

*The Department is an equal opportunity, affirmative action employer and is committed to empowering people with disability.*

- APPLICATIONS** : to be posted to: The Chief Director, Human Resource Management & Development, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg, 3200 or hand delivered to: The Chief Registry Clerk, 14th Floor North Tower, Natalia 330 Langalibalele Street, Pietermaritzburg.
- FOR ATTENTION** : Mr LA Nyilenda
- CLOSING DATE** : 11 June 2021 (Applications received after this date will not be accepted).
- NOTE** : Applications must be submitted on the new Application for Employment Form (Z83) available from any Public Service Department and should be accompanied by a comprehensive CV together with originally certified copies of qualifications, driver's license and ID. Applicants who possess a qualification which was obtained from a non-South African University must produce SAQA evaluations when submitting their applications. Failure to comply with any instruction will disqualify applicants. Appointment is subject to a positive outcome obtained from State Security on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). Faxed or late applications will not be accepted. Should applicants not receive any response from the Department within three months of the closing date, please accept that your application was unsuccessful. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and the technical exercise, the selection committee will recommend the candidates who are required to attend a generic management competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

**MANAGEMENT ECHELON**

- POST 19/117** : **DEPUTY DIRECTOR-GENERAL (LOCAL GOVERNMENT BRANCH) REF NO: 1/2021 (LGB)**  
Branch: Local Government
- SALARY** : R1 521 591 per annum (All inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : The ideal candidate must be in a possession of a Post Graduate or NQF level 8 qualification as recognised by SAQA in Local Government/ Public Administration/ LLB/ Social Science or related qualification coupled with 8 years of experience at a senior management level as well as 8 years working knowledge and experience in the public service or an organ of state. Furthermore the recommended candidate will be required to produce his/her Nyukela SMS Pre-entry certificate as offered by the National School of Government (NSG) prior to the appointment being made. Essential Knowledge, Skills and Competencies Required: The successful candidate must have:- Knowledge of relevant legislation, Sound knowledge of policy analysis, Awareness and understanding of the municipal environment, Knowledge in interpretation, research and development of legislation, Good planning and organisational skills, Communication and conflict resolution skills, Time management and team development skills, Problem solving and decision making skills, Financial Management skills, Project management and strategic planning skills, Good communication skills (verbal & written), Good computer literacy in MS office, A valid drivers license.
- DUTIES** : The successful candidate will be required to coordinate departmental service delivery in support of effective and efficient Local Government structures in

		KwaZulu-Natal with the following key responsibilities: Monitor, coordinate and promote performance in municipalities, Manage municipal transformation, organizational development and service delivery, Manage special hands-on support to selected municipalities, Manage Municipal Support Programmes, Manage the effective utilization of resources for the Branch.
<b><u>ENQUIRIES</u></b>	:	Mr. T Tubane at Tel No: 033 395 2035
<b><u>POST 19/118</u></b>	:	<b><u>DIRECTOR OD &amp; ES REF NO: 1/2021(HRMD)</u></b> Chief Directorate: Human Resource Management & Development Directorate: Organizational Development and Efficiency Services
<b><u>SALARY</u></b>	:	R1 057 326 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)
<b><u>CENTRE</u></b>	:	Pietermaritzburg
<b><u>REQUIREMENTS</u></b>	:	The ideal candidate must be in possession of an undergraduate (NQF level 7) qualification as recognised by SAQA in Human Resource Management/ Production Management/Operations Management or related qualification coupled with 5 years at a middle/senior management level. Furthermore the candidate must be cleared in terms of National Security Clearance. The recommended candidate will be required to produce his/her Nyukela SMS Pre-entry certificate as offered by the National School of Government (NSG) prior to the appointment being made. Essential Knowledge, Skills and Competencies Required: The successful candidate must have:- Knowledge and understanding of the relevant legislation, Knowledge of project management, Awareness and understanding of the cultural climate within the Public Service, Knowledge of Public Service and Public Service Legislation, Knowledge of job evaluation and HR planning, Development and management skills, Leadership and organising skills, Decision making and problem solving skills, Organising and financial management skills, Strategic management skills, Job evaluation and HR planning skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 drivers license.
<b><u>DUTIES</u></b>	:	The successful candidate will be required to develop human resource strategies and provide organisational development and design services with the following key responsibilities: Manage the human resource planning and policy process, Manage the design and maintenance of organisational structures and post establishment of the Department, Manage and provide job evaluation services, Provide specialised advice and guidance on Organisational Development, Organisational Design and Job Evaluation, Manage the resources of the Directorate.
<b><u>ENQUIRIES</u></b>	:	Mr GN Dlamini at Tel No: 033 3953177
<b><u>POST 19/119</u></b>	:	<b><u>DIRECTOR: CONFLICT MANAGEMENT AND DISPUTE RESOLUTION REF NO: 1/2021 (TGCM)</u></b> Chief Directorate: Traditional Governance and Conflict Management Directorate: Conflict Management and Dispute Resolution
<b><u>SALARY</u></b>	:	R1 057 326 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)
<b><u>CENTRE</u></b>	:	Pietermaritzburg
<b><u>REQUIREMENTS</u></b>	:	The ideal candidate must be in possession of an undergraduate (NQF level 7) qualification as recognised by SAQA in Public Management/ Public Administration/ Business Administration or a related qualification coupled with 5 years' experience at a middle/senior management level within the conflict management/ dispute resolution working environment. Furthermore, the recommended candidate will be required to produce his/her Nyukela SMS Pre-entry certificate as offered by the National School of Government (NSG) prior to the appointment being made. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge and understanding of Traditional Institutions, Knowledge of legal prescripts that guide Traditional Institutions and Zulu custom and cultures as well as legal prescripts used in the public service, Knowledge of prescripts that guide the public sector, Analytical and research skills, Management and conflict management skills, Tact and diplomacy skills, Facilitation and

- presentation skills, Problem solving and decision making skills, Diversity management skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 drivers license.
- DUTIES** : The successful candidate will be required to manage and resolve Traditional Leadership and boundary disputes with the following key responsibilities:- Manage and develop a framework for engaging relevant stakeholders in conflict management, Facilitate and manage a dialogue framework for disputing parties, Develop and maintain a mechanism for determining, profiling and prioritizing disputes related to Traditional Leadership and communities, Conduct research on the origin and trends of traditional leadership disputes in KZN, Ensure effective and efficient management of resources.
- ENQUIRIES** : Mr. S Gumede at Tel No: 033 897 3833
- POST 19/120** : **DIRECTOR: TRADITIONAL GOVERNANCE AND ANTHROPOLOGY REF NO: 2/2021 (TGCM)**  
Chief Directorate: Traditional Governance and Conflict Management  
Directorate: Traditional Governance and Anthropology
- SALARY** : R1 057 326 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : The ideal candidate must be in a possession of an undergraduate (NQF level 7) qualification as recognised by SAQA in Public Management/ Public Administration/ Business Administration or a related qualification coupled with 5 years' experience at a middle/senior management level within the Traditional Affairs environment. Furthermore, the recommended candidate will be required to produce his/her Nyukela SMS Pre-entry certificate as offered by the National School of Government (NSG) prior to the appointment being made. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Knowledge and understanding of Traditional Institutions, Knowledge of legal prescripts that guide Traditional Institutions and Zulu custom and cultures as well as legal prescripts used in the Public Service, Knowledge of Prescripts that guide Public Sector, Knowledge of Departmental policies and guidelines, Management and conflict management skills, Financial management and strategic planning skills, Decision making, project planning and work analysis skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 drivers license.
- DUTIES** : The successful candidate will be required to promote good governance in the Institutions of Traditional Leadership with the following key responsibilities: Manage Traditional Institutional governance compliance, Ensure recognition of Traditional Leadership Institutions, Develop and manage systems of good governance for Traditional Institutions (Traditional Councils, Local Houses, and Provincial House), Develop and maintain functional relationships between Traditional Institutions local governance stakeholders, Ensure effective and efficient management of resources.
- ENQUIRIES** : Mr. S Gumede at Tel No: 033 897 3833
- POST 19/121** : **DIRECTOR: TRADITIONAL INSTITUTIONAL SUPPORT (CLUSTER 2) REF NO: 1/2021 (TRA)**  
Chief Directorate: Traditional Resource Administration  
Directorate: Traditional Institutional Support
- SALARY** : R1 057 326 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : The ideal candidate must be in a possession of an undergraduate (NQF level 7) qualification as recognized by SAQA in Public Administration/ Development Studies coupled with 5 years' experience at a middle/senior management level in an administrative/ traditional affairs environment. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Sound knowledge and understanding of relevant legislation and policies, Knowledge of prescripts that guide the Public sector, Knowledge of integrated approach to service delivery,

Knowledge of financial management and financial management prescripts that guide Traditional Councils, Knowledge of programme management, Understanding of Traditional Institutions, Planning, organising and controlling skills, Team development and community development skills, Decision making, presentation and leadership skills, Research and networking skills, Good communication skills (verbal & written), Computer literacy in MS Office, A valid code 8 drivers license.

**DUTIES** : The successful candidate will be required to manage activities of the Traditional Houses with the following key responsibilities: Manage and co-ordinate the financial planning, control and budget of Traditional Councils and Houses, Ensure effective and efficient systems for Traditional Councils, Provide an integrated financial administration services to the Traditional Institutions, Ensure effective and efficient management of resources.

**ENQUIRIES** : Ms. P Mtshali at Tel No: 033 897 5601

**POST 19/122** : **DIRECTOR: CAPACITY OPERATIONS AND IMPLEMENTATION REF NO: 1/2021 (CD)**  
Chief Directorate: Capacity Development  
Directorate: Capacity Operations and Implementation

**SALARY** : R1 057 326 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)

**CENTRE** : Pietermaritzburg

**REQUIREMENTS** : The ideal candidate must be in possession of an undergraduate (NQF level 7) qualification as recognised by SAQA in HRM/ HRD / Public Administration/ Public Management or related field coupled with 5 years' experience at a middle/ senior managerial level in public and or municipal sector. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Sound knowledge and understanding of relevant legislation & policies, Knowledge of project management, Knowledge of the functioning of local government, Strategic planning and problem solving skills, Knowledge of financial management, Team development, problem solving and decision making skills, Good communication skills (verbal & written), Computer literacy in MS Office, A valid drivers' license.

**DUTIES** : The successful candidate will be required to manage and implement rollout of capacity building programme with the following key responsibilities: Monitor the impact of training programmes implemented, Manage and assess the impact of the performance of external capacity resources in the Province, Municipalities and Traditional Institutions, Manage and monitor learnership programmes, Coordinate capacity building programmes for the Department, Manage the resources of the Directorate.

**ENQUIRIES** : Ms. N Simbhoo at Tel No: 033 355 6325

#### **OTHER POSTS**

**POST 19/123** : **DEPUTY DIRECTOR: HOUSE OF TRADITIONAL LEADERS REF NO: 2/2021 (TRA)**  
Chief Directorate: Traditional Resource Administration  
Directorate: Traditional Institutional Support

**SALARY** : R869 007 per annum,(All inclusive remuneration package to be structured in accordance with the rules of the Middle Management Service)

**CENTRE** : Amajuba

**REQUIREMENTS** : The ideal candidate must be in possession of a National Diploma or NQF level 6 qualification as recognized by SAQA in Public Administration or related qualification coupled with 3 years junior management experience in the administration/ Traditional Affairs environment. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Knowledge of relevant legislation as well as financial management prescripts to guide Traditional Councils, Knowledge and understanding of Traditional Institutional governance, Knowledge of National, Provincial and Public Service policies and practices, Knowledge of prescripts that guide the Public sector, Knowledge of financial, procurement and human resource management, Knowledge of integrated

approach to service delivery and programme management, Good interpersonal relations as well as the ability to communicate well (written and verbally), Good planning, organising, controlling skills, Good analytical, team development and decision making skills, Leadership, networking and presentation skills, Community development and researching skills, Ability to be assertive, diplomatic and tactful as well as to practice conflict resolution, Computer literacy in MS Office, A valid driver's license.

**DUTIES** : The successful candidate will be required to manage the provision of administrative and financial support to the Traditional Institutions, with the following key responsibilities: Manage the overall functioning of the Local House, including all resources, Manage the provision of logistical, transport and auxiliary support services to the Local House, Assist in advising Municipalities on customary law, customs, traditional leadership and traditional communities within the District Municipality, Assist in advising the District Municipality on the development of planning frameworks and by-laws that will impact on Traditional Communities, Provide support to Traditional Councils, Ensure effective and efficient management of resources.

**ENQUIRIES** : Ms. P Mtshali at Tel No: 033 897 5601

**POST 19/124** : **DEPUTY DIRECTOR: OFFICE SERVICES REF NO: 1/2021 (CS)**  
Chief Directorate: Corporate Services  
Directorate: Auxiliary Services

**SALARY** : R733 257 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Middle Management Service)

**CENTRE** : Pietermaritzburg

**REQUIREMENTS** : The ideal candidate must be in a possession of a Bachelor's Degree or NQF level 7 qualification as recognised by SAQA in Office Administration/ Public Administration coupled with 3 -5 years junior management experience in the office services/ facilities management environment. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Knowledge and understanding of relevant legislation, Knowledge of project management, Awareness and understanding of cultural climate within the Public Service, Management, planning, supervisory and leadership skills, Team Development, decision making and problem solving skills, Organising ability and financial management skills, Strategic management, employee development and technology integration skills, Good communication skills (written & verbal), Computer literacy in MS Office, A valid driver's license.

**DUTIES** : The successful candidate will be required to provide office support services to the Department with the following key responsibilities: Manage and monitor the formulation and implementation of policies and procedure pertaining to general administration, physical amenities and occupational health and safety, manage the rendering of general administration, in particular facilities management, manage physical amenities, manage the running of all the registries in the Department including filing systems and archival matters, render occupational health and safety services in the department, management of the sub-directorate's resources, Liaison with relevant key stakeholders.

**ENQUIRIES** : Ms Z Mtshaliat Tel No: 033 3953084

**POST 19/125** : **DEPUTY DIRECTOR: VIP SUPPORT REF NO: 1/2021 (M)**  
Ministry

**SALARY** : R733 257 per annum, (All inclusive remuneration package to be structured in accordance with the rules of the Middle Management Service)

**CENTRE** : Pietermaritzburg

**REQUIREMENTS** : The ideal candidate must be in possession of a National Diploma or NQF level 6 qualification as recognised by SAQA in the Security field or a related qualification coupled with 3 years junior management experience in a security management environment. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of Security Acts and policies, Knowledge of policy analysis and project management, Knowledge of financial management, security functions and security management, Strategic thinking,

report writing and presentation skills, Planning, organizing, leading and co-ordination (leadership & management) skills, Security investigations, research and financial management skills, Decision making and problem solving skills, Good interpersonal and strategic management skills, Ability to be a creative thinker and doer, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 drivers license.

**DUTIES** : The successful candidate will be required to render a dedicated, effective and proficient VIP protection management function to the MEC for Co-operative Governance and Traditional Affairs with the following responsibilities: Ensure the security of the MEC and his/her entourage, Coordinate and investigate security risk and its counter measures, Facilitate the compliance with MISS prescripts, Formulate policies, guidelines and procedures, Manage the effective and efficient utilisation of resources.

**ENQUIRIES** : Mr. D Mnyandu at Tel No: 033 8973860

**POST 19/126** : **ASSISTANT DIRECTOR: MUNICIPAL NERVE CENTRE REF NO: 1/2021 (MSDS) (X2 POSTS)**  
Chief Directorate: Municipal Service Delivery Support  
Directorate: Municipal Performance Management

**SALARY CENTRE REQUIREMENTS** : R376 596 per annum  
: Pietermaritzburg  
: The ideal candidate must be in possession of a minimum National Diploma or NQF level 6 qualification as recognised by SAQA in Local Government/ Administration/ Public Administration/ Public Management/ Town and Regional Planning coupled with 3 years supervisory experience in a municipal service delivery environment. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of the Constitution of the Republic of South Africa, Knowledge of the back to basics programme, Knowledge of employee performance management and development system, Knowledge of Basic Conditions of Employment Act, Knowledge of community development, Knowledge of municipal performance management, Knowledge of project management principles, Knowledge of local government legislation, Knowledge of municipal practices and procedures, Language skills, Good listening skills, Presentation and facilitation skills, Planning and organisational skills, Project management skills, Decision making skills, Report writing skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 driver's license.

**DUTIES** : The successful candidate will be required to co-ordinate National/Provincial support programmes to municipalities with the following key responsibilities: Coordinate service delivery support programmes to municipalities on behalf of the Department, Monitor service delivery by municipalities, Coordinate nerve centre information, Provide administrative support to the Nerve Centre functionality, Provide advice, guidance and input to policy.

**ENQUIRIES** : Ms NT Mthembu at Tel No: 033 355 611

#### **DEPARTMENT OF HEALTH**

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

#### **MANAGEMENT ECHELON**

**POST 19/127** : **CHIEF EXECUTIVE OFFICER**  
Cluster: Hospital Management Services  
Job Purpose: To plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective and efficient manner, working with the key executive management team at the hospital and within the legal and regulatory framework, and government requirements, 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.

- SALARY CENTRE** : R1 057 326 - R1 245 495 per annum (Level 13), (An all Inclusive salary package)  
 : General Justice Gizenga Mpanza Hospital Ref No: G64 /2021  
 : King DinuZulu Hospital Ref No: G65/2021
- REQUIREMENTS** : An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's license (Code 08). Recommendation: Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PMFA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.
- DUTIES** : 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 as well as the Department's strategies goals and Objectives. Financial Management: Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, financial planning, resource mobilization, including monitoring and evaluation; Ensure appropriate asset management and accountability of all assets of the institution; Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress; Maximize revenue through collection of all income due to the hospital. Facilities 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 for infrastructure planning and timeous maintenance of facilities and its equipment. Human Resource Management: Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources; Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety committees; Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority in line with PFMA, and Supply Chain Management prescripts; Ensure that goods and services are procured in a cost effective and timely manner; Ensure sound contract management for all contracted services. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Board and other relevant oversight committees/bodies; Ensure the establishment of the relevant governance structures linked to clinical and non- clinical functions and responsibilities; Manage all the institutions risks and implement strategies to ensure optimal achievement of health outcomes.
- ENQUIRIES APPLICATIONS** : Ms RT Ngcobo Tel No: 033 940 2499  
 : All applications should be forwarded to: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower.
- FOR ATTENTION NOTE** : Ms L Mthalane  
 : 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. NB: For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for a SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/>. Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and Stamped by employer/s prior to the date of the interview.

- CLOSING DATE** : 11 June 2021
- POST 19/128** : **DIRECTOR REF NO: G66/2021**  
Cluster: Forensic Pathology Services
- SALARY** : R1 057 326 per annum (Level 13), (An all Inclusive salary package)
- CENTRE** : Head Office Pietermaritzburg
- REQUIREMENTS** : An undergraduate qualification (NQF 7) In Clinical Health Services; PLUS Current registration with a statutory Body; PLUS Five (5) experience at a Middle /Senior Managerial level in Forensic Pathology environment. Unendorsed valid Code B driver's license code 08. Recommendations: Operation Management /Project Management/ Health System Management. Knowledge, Skills, Training and Competence Required: The incumbent of this post will report to Deputy Director General Specialised Services and Clinical Support: and will be responsible to Manage and ensure the provisioning Forensic Pathology Services and patient services in KwaZulu-Natal Department of Health. The ideal candidate must: Possess in-depth knowledge of the administrative and operational aspects of forensic pathology service delivery. Possess essential expert knowledge of the field of forensic pathology. Have the ability to function as part of a multi-disciplinary team and to communicate effectively. Possess an appreciation of the medico-legal requirements of this field. Ensure and enable effective communication:-To provide advice and guidance on forensic pathology, To mobilise the service in the districts in conjunction with district health managers, To acquire funding to upgrade facilities, equipment and vehicles, To influence research initiatives to meet service delivery needs, To determine policy which meets the medico-legal requirements of the prosecuting authorities, To discuss and institute international best practices in the field of forensic pathology, To discuss legislative framework to positively adjust policy direction, To liaise with key stakeholders at national, provincial and local level.
- DUTIES** : Ensure that enabling policy is developed in line with the national Health Legislative imperatives. Ensure that norms and standards are compiled in order to monitor and evaluate the performance of forensic pathology operations. Ascertain resource gaps and motivate for the development and acquisition of these to enable the rendering of an effective service. Ensure that processes are designed to protect the integrity of forensic evidence in support of legislative requirements. Provide Inspector of Anatomy Services in the Province. Render advice to senior management on matters of forensic medical nature. Ensure the effective and efficient utilization of resources.
- ENQUIRIES** : Ms BN Zungu Tel No: 033 345 1145



**APPLICATIONS** : should be forwarded to: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand Deliver to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower.

**FOR ATTENTION NOTE** : Miss N Mnyandu  
: 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. NB: For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for a SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/>. Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and Stamped by employer/s prior to the date of the interview.

**CLOSING DATE** : 11 June 2021

#### OTHER POSTS

**POST 19/129** : **MEDICAL SPECIALIST: RADIOLOGY REF NO: MEDSPECRAD/1/2021 (X1 POST)**  
Department: Radiology

**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 REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital  
: Specialist qualification in Diagnostic Radiology. Current registration with the Health Professions Council of South Africa as a Specialist Radiologist. Experience Required: **Grade 1:** 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 (Radiology). 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 (Radiology). **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 (Radiology). Knowledge, Skills, Training and Competencies: Ability to teach and supervise junior staff. Middle management skills. Research principles. Good administrative, leadership, decision making and communication skills. Computer Literacy.

**DUTIES** : Provide specialist radiology including mammography service to all departments at Inkosi Albert Luthuli Central Hospital. Maintain clinical, professional and ethical standards related to these services. To perform, interpret and report radiological procedures and studies. Provide after hour care in accordance with the commuted overtime contract. Training and supervision of medical officers and registrars in radiology working in the department. Provide expert opinion where required and consult with specialists on radiological procedures. Participate in the Quality Improvement Programmes of the Department. Conduct, Participate and assist in research. Participate in both academic and clinical administrative activities. Be part of a multi- disciplinary team when deemed necessary. Participation in commuted overtime is compulsory.

**ENQUIRIES** : Dr K Amod Tel No: 031) 240 1960  
**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](http://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 It 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** : 18 June 2021

**POST 19/130** : **MEDICAL OFFICER REF NO: MONEUROSURG/1/2021**  
Department: Neurosurgery

**SALARY** : Grade 1: R821 205 per annum, (All Inclusive salary package) excluding Commuted Overtime  
Grade 2: R938 964 per annum, (All-inclusive salary package) excluding Commuted Overtime  
Grade 3: R1 089 693 per annum, (All-inclusive salary package) excluding Commuted Overtime

**CENTRE** : Inkosi Albert Luthuli Central Hospital  
**REQUIREMENTS** : MBChB Degree. Current registration with the Health Professions Council of SA as an Independent Medical Practitioner. Completion of Community Service. Experience: **Grade 1:** No experience required from South African qualified employees. One (1) year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Experience: **Grade 2:** Five (5) years

appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. Six (6) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Experience: **Grade 3:** Ten (10) years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. Eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills Training and Competencies Required: Candidates must be able to perform a detailed clinical assessment of trauma and patients with neurological conditions. Ability and knowledge of basic trauma resuscitation, including endotracheal intubation of patients is a requirement. Candidates with basic surgical experience and skills will be at an advantage. Previous surgical experience in a Neurosurgery environment will be an advantage. Good communication skills and courtesy are essential.

**DUTIES** : Active participation in ward rounds, patient management in the wards, assisting in theatre, and doing calls after hours are a basic part of the duties. Candidates are expected, when on call, to field many calls from referring doctors and after discussion with a senior to advise the referring doctors appropriately. They must be able to carry out resuscitation of trauma patients using ATLS principles. Attendance and participation in the academic programme of the department is a requirement. Candidates are required to participate in outreach activities of the department.

**ENQUIRIES** : Dr BC Enicker Tel No: 031 240 1134/ 031 26240 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](http://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. It 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** : 18 June 2021

**POST 19/131** : **MEDICAL OFFICER - (GRADE 1, 2, 3) REF NO: GS 28/21**  
 Component: Anaesthesia and Critical Care

**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. Incumbents will have to sign the

commuted overtime contract form. Rural allowance is payable for periods working at Edendale Hospital only.

**CENTRE  
REQUIREMENTS**

: Greys/Edendale or Northdale Hospital, Pietermaritzburg

: Grade 12 Certificate, MBChB Degree or equivalent qualification that allows registration with HPCSA as a Medical Practitioner PLUS Current registration with the Health Professions Council South Africa as a Medical Practitioner (2021-2022), (applicants who are currently CSOs may apply on the understanding that their CSO period is anticipated to end on the 30th June 2021. Appointment to a post will only be possible upon proof of receiving registration as a Medical Practitioner with the HPCSA). Priority will be applied to incumbent/s that are available on 1st July 2021 to maintain clinical services. Pietermaritzburg is only able to employ South African citizens and permanent residents into these medical officer posts. Incumbents will be expected to work in the Department of Anaesthesia in Pietermaritzburg for at least one year. During which time they will receive appropriate training to pass the Diploma in Anaesthesia, (if this qualification is not already held). Anaesthetic Medical Officers will also be able to apply for a three-month rotation through Intensive Care during this year. In subsequent years it is anticipated that appropriate candidates will either commence specialising in anaesthesia or proceed to work in district and other regional hospitals providing high quality Medical Officer Anaesthesia. **Grade 1:** Experience: Not Applicable. Foreign qualified candidates require 1-year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. DA will be an advantage. Applicants who only complete Community Service time in June 2021 may apply on the understanding that they can only be appointed after receiving full registration as a Medical Practitioner with the HPCSA. **Grade 2:** Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. At least one year of this time must have been in a department of anaesthesia recognized for DA training by the Colleges of Medicine of SA. DA is essential. 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 a 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. At least one year of this time must have been in a department of anaesthesia recognized for DA training by the Colleges of Medicine of SA. DA is essential. 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 to perform community service as required in South Africa. Recommendations: A Higher Diploma in Anaesthesia (DA) is required for those candidates being appointed at Grade 2 or Grade 3 level. Possession of the Fellowship of Anaesthesia Part 1 and or Part 2 examinations will be an advantage. Work experience in a major hospital and/or in a registrar program will be an advantage. ATLS, APLS, and ACLS will be an advantage. Knowledge, Skills, training and Competency Required: Participation in the After Hours call system is essential. Medical Practice as appropriate at post Community Service level. Information management. Current Health and Public service legislation, regulations and policy. Medical ethics, epidemiology and statistics.

**DUTIES**

: Clinical responsibility including examine, investigate diagnose and oversee treatment of patients. The incumbent will be part of the Pietermaritzburg Metropolitan Group of hospitals and will be expected to rotate through all hospitals in Pietermaritzburg. To perform appropriate preoperative examination and optimisation of patients for planned surgery. To provide safe and appropriate anaesthesia during surgery. To participate in post-operative care of patients. Anaesthetists must be prepared for early starts to the working day (07:15) and late, unpredictable finishes to the normal working day. The nature of anaesthesia

means that frequent weekend shifts are required inside the commuted overtime package. The incumbent will be part of the Pietermaritzburg Metropolitan Group of hospitals and will be expected to rotate through all hospitals in Pietermaritzburg. Assist with human resource development for medical staff. Conduct Orientation and Induction Programme for new Medical staff. Provide guidance and advice to junior medical staff (interns/CSOs). Assist with the development of training programmes. Participate in relevant training programmes. Maintain accurate and appropriate health records in accordance with the legal/ethical considerations and continuity of patient care. Undertake continuing medical education and professional development and study professional literature e.g. Medical journals. To identify health care needs and communicate these to seniors so that new ideas could be developed on policies/methods/techniques and procedures. To participate in audit and quality control programs to improve the standard of patient care. To participate in departmental administration by ensuring compliance with all departmental rules and regulations with regard to leave, call rosters and rotations. To participate in Outreach services in the drainage area of Edendale hospital as appropriate to their grade of qualification and experience. To maintain a logbook of clinical duties.

**ENQUIRIES** : Dr Z Farina Tel No: 033-897 3412/ Dr C Rajah Tel No: 033 897 3768  
**APPLICATIONS** : to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

**FOR ATTENTION** : Mrs. M. Chandulal  
**NOTE** : Directions to Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate- not copies of certified copies. Curriculum Vitae and certified ID copy NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 28/21. 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). 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. NB Those candidates who are still in their community service year may apply for the post on the understanding that appointment to the post can only be made after they have received registration from the HPCSA as a medical practitioner. NB Those candidates who hold a bursary that requires them to work outside of Pietermaritzburg must supply a letter from the Institution/District Office that holds their service obligation indicating that the bursary holder will be released to come to Pietermaritzburg for training. Bursary holders who are unable to supply this authority will not be shortlisted. The employment equity target for this post is: African Male

**CLOSING DATE** : 11 June 2021

**POST 19/132** : **MEDICAL OFFICER (PSYCHIATRY) (GRADE 1-3) REF NO: MAD 16/2021 (X1 POST)**

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

**CENTRE** : Madadeni Provincial Hospital  
**REQUIREMENTS** : MBChB degree or equivalent qualification PLUS. Proof of current registration with HPCSA (2021 Receipt). Certificate of current registration with the HPCSA as an

Independent Medical Practitioner. Certificate of Service (Proof of Work Experience) from previous and current employer endorsed and stamped by HR must be attached. Experience: No experience required from South African qualified employees. One (1) year relevant experience after registration as an Independent. Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer **Grade 2:** Five (5) years' relevant experience as Medical Officer after registration with the HPCSA as an independent Medical Practitioner. Six (6) years' relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign-qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer **Grade 3:** Ten (10) years' relevant experience as Medical Officer after registration with the HPCSA as an independent Medical Practitioner. Eleven (11) years' relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign-qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge, Skills and Competencies required: Sound broad knowledge of general psychiatric principles and practice. Knowledge of basic ethical principles. Knowledge of Mental Health Care Act No 17 of 2000. Knowledge of National Core Standards. Knowledge of Batho Pele principles.

**DUTIES** : Provide inpatient and outpatient psychiatric services to adult, child, adolescence and forensic mental health care users. Participate in overtime activities of the department. Participate actively in departmental teaching meetings and hospital CPD meetings. Supervise interns and junior colleagues. Assist with collection of clinical data and participate in clinical audits and morbidity and mortality meetings. Participate in research. Knowledge to provide care and rehabilitation in relation to the relevant section of MHCA in the general psychiatric, forensic and prisoners with mental illness. Use of bio-psychosocial knowledge and skills in assessment, care and treatment of MHCU.

**ENQUIRIES** : Dr. V.N Khanyile Tel No: 034 328 8000

**APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag x6642, Newcastle, 2940

**FOR ATTENTION** : The Recruitment Officer

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

**CLOSING DATE** : 25 June 2021

- POST 19/133** : **MEDICAL OFFICER - GRADE 1, 2 OR 3 REF NO: MAN 01/2021 (X3 POSTS)**  
 Component: Medical Services  
 Those who applied previously are also encouraged to re-apply.
- SALARY** : Grade 1: R821 205 per annum  
 Grade 2: R938 964 per annum  
 Grade 3: R1 089 693 per annum  
 All-inclusive salary packages (This inclusive package consists of 70% basic salary and 30% Flexible portion that can be structured in terms of the applicable rules).  
 Additional Benefits: Commuted Overtime (Subject to approval), Plus, Rural Allowance (22% of basic salary).
- CENTRE REQUIREMENTS** : Manguzi District Hospital  
 : An MBChB degree or equivalent qualification, Plus Registration with Health Professionals Council as a Medical Practitioner, Plus Current registration with HPCSA as a Medical Practitioner post-Community service, OR Foreign Workforce Management Programme (FWMP) approval from NDOH to register with HPCSA. Asynchronous CSMO who will complete their Community Service by end of June may apply. **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 Experience in surgery/orthopaedics and/or obstetrics and anaesthetics will be a recommendation. Knowledge, Skills, Training, and Competencies Required: Broad medical knowledge, including HIV and TB, paediatrics, surgery, obstetrics & gynaecology, orthopaedics, psychiatry, emergency medicine and anaesthetics. Ability to perform Cesarean sections, Laparotomy for ectopic pregnancy. Ability to perform general anaesthesia for above will be an advantage. Documented proof of the above should be attached. Good communication and interpersonal skills. Willingness to teach and supervise junior doctors and students. Knowledge of applicable legislation, and national quality standards relating to primary health care.
- DUTIES** : Consultation, diagnosis and treatment of patients in outpatients, casualty, wards and attached clinics. Implementation of required standards of care, including treatment protocols and guidelines. Referral to higher levels of care when indicated. Participation in duty rosters. Performance of required administrative duties. Facilitation of staff training and on-going medical education. Collaboration with medical practitioners and other health care workers in neighbouring health institutions to promote an effective district health service.
- ENQUIRIES APPLICATIONS** : Dr. M.Blaylock Tel No: 035 5920150  
 : should be forwarded to: Assistant Director: HRM, Manguzi District Hospital, Private Bag x 301, KwaNgwanase, 3973
- NOTE** : Directions to Candidates: The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za) must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Comprehensive Curriculum Vitae, certified copies of identity document, educational qualifications and professional registration certificates - not copies of certified copies. 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/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications. All employees in the Public Service that are presently on the same

salary level but on a notch/package above the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

- CLOSING DATE** : 11 June 2021
- POST 19/134** : **DEPUTY DIRECTOR: FINANCE REF NO: EMP34/2021**  
Component: Finance Management Directorate
- SALARY CENTRE REQUIREMENTS** : R733 257 – R 863 748 per annum (Level 11), (All-inclusive package)  
: Empangeni, Queen Nandi Regional Hospital  
: Senior Certificate/Grade 12, Bachelor's Degree / National Diploma in Finance or Accounting plus 3-5 years of managerial experience in a financial field, Proof of experience must be attached to the application. (Certificates of service or official letters of service from previous/current employers, signed and stamped by HR). Recommendations: Valid Driver's License, Computer literacy. Knowledge, Skills, Attributes and Abilities: Good knowledge of Public Finance Management Act , Supply Chain Management Framework, Division of Revenue Act, National Tertiary Services Grant Framework, Treasury Regulations, Solid experience in budgeting, financial planning & analysis, asset management, Vulindlela and Basic Accounting System ( BAS),Have ability to perform independently and under pressure as well as report writing & presentation at short notice, Skills: Decision –making, Problem Solving, Good Communication, Advance proficiency in Microsoft Excel with excellent quantitative & Analytical skills, Attributes: Strong leadership, innovation, concern for excellence, drive and enthusiasm, Ability to handle sensitive financial information in strictest confidence Knowledge in budgeting, financial planning and analysis.
- DUTIES** : Ensure that the budget is aligned to the Departmental Strategic Plans, Hospital business plan, and monitor and interpret cash flows and report on financial projections to Hospital Management and other relevant Management officials within the Department. Provide input towards the development of strategic, annual performance and business plans ensure the effective management of budgetary and expenditure control functions for a Hospital, Take effective and appropriate steps to ensure maximum collection of revenue due to Hospital. Implement and manage and efficient, cost effective and integrated Supply Chain Management throughout the Hospital. Perform Employee Performance Management and Development (EPMDS) of staff as required. Ensure appropriate management and utilization of resources allocated to the component. Ensure that financial regulations/procedures and proper internal controls /SOP's are in place and adhered to at all times. Overall responsibility and management of staff in Finance Component. Design, develop and implement financial strategies to ensure effective monitoring and action to keep monthly and progressive expenditure within budget limits. Ensure implementation of financial policies and management systems within broad Provincial guidelines and to counteract on going audit findings. Assist Managers and clinical staff within the institution to implement central cost structures i.e. Cost centres. Actively assist Managers with budgetary control and the management of budget variances. Ensure compliance with Risk Management Policies. Ensure effective and efficient management of assets. Submit verbal and written reports timeously to the Chief Executive Officer (CEO).Actively participate in infrastructure project management. Ensure cooperation and responsiveness to emergency service delivery situations.
- ENQUIRIES APPLICATIONS** : Dr M Samjowan Tel No: 035 907 7008 (Secretary - 035 9077184)  
: All applications must be forwarded to: Human Resource Manager, and should be placed in the application box situated at the Pedestrian gate or posted to Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880, Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION** : Deputy Director Human Resources Mr. SM Ndabandaba 035 9077011



**NOTE**

: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. A recent, comprehensive CV, specifying all qualifications and experience, with respective date and certified copies of qualifications and ID, Drivers License must be attached where applicable. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a 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. 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. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty. Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided. Additional Directions to Applicants: Confirmation letter/s for relevant management experience – endorsed by Supervisors/HR Office in an official letterhead – must be submitted. Covering one-page application letter summarizing the level and extent of knowledge/competency relevant to the 6 Key Performance Areas of the job (as per advert). The curriculum vitae (CV) should contain the following details: NQF level of the qualification obtained relevant to the job Course/Subject majors relevant of the qualification passed. NB: Candidates to be subjected to a technical exercise/competency assessment as part of selection process intended to test relevant competencies of the job.

**CLOSING DATE**

: 11 June 2021

**POST 19/135**

: **OPERATIONAL MANAGER (PHC) REF NO: NKAH 09/2021**  
Department: Primary Health Care

**SALARY**

: R562 800 – R633 432 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% In-hospitable area allowance

**CENTRE**

: Ndabaningi Clinic

**REQUIREMENTS**

: Senior Certificate / Grade 12. Degree / Diploma in nursing that allow registration with the SANC as a Professional Nurse and Midwife. Proof of registration with SANC as General Nurse and Midwife. A post-basic nursing qualification, with a duration of at least 1(one) year accredited with SANC in Clinical Nursing Science, Health Assessment, Diagnosis, Treatment and Care (PHC). A minimum of nine (9) years appropriate / recognisable experience in nursing after registration as professional nurse with SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate / recognisable experience after obtaining the one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Diagnosis, Treatment and Care (PHC). Current SANC receipt (2021). Proof of current and previous working experience endorsed by Human Resource Department (Certificate of Service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the

employer when they apply. Recommendations: Nursing administration. Valid driver's license. Knowledge, Skills, Attributes and Abilities: Knowledge of SANC Rules and Regulations. Knowledge of Legislative Framework and Departmental prescripts. Ability to formulate patients care related policies. Knowledge of provincial and national acts and policies. Knowledge of sound nursing care delivery approaches. Basic financial management skills. Knowledge of Human Resource Management. Ability to formulate vision, mission and objectives of the unit. Communication skills and decision- making. Ability to provide mentoring and coaching to her/ his supervises. Leadership and supervisory skills.

**DUTIES**

: Demonstrate an in depth understanding of legislations and related legal and ethical nursing practice and how this impacts on service delivery. Co-ordinate and monitor the implementation of nursing care plan and evaluate employees thereof. Implement and monitor staff performance in terms of EPMDs. Ensure clinical nursing practice by the team in accordance with the scope of practice and nursing standards as determine by the relevant health facility. Provide administrative services. Maintain a constructive relationship with nursing and other stakeholders. Promote quality of nursing care as directed by the professional scope of practice and standard as determined by the relevant health facility. Utilize resources efficiently and effectively. Demonstrate a basic understanding of HR and financial policies and practices. Exercise control of discipline, grievance and any other labour related issues in terms of laid down procedures. Supervise and ensure the provision of an effective and efficient patient care through teachable moments and adequate nursing care. Monitor and evaluate all PHC programmes implemented within the designated service area. Monitor PHC indicators and strive towards reaching the targets. Contribute to the realization of Ideal clinic (ICRM) status. Ensure and monitor that primary health care within the designated service area is provided with adequate support by multi-disciplinary team attached to the mothering institution. Ensure quality service delivery through the implementation of National Core Standards within the clinic. Manage quality data information system.

**ENQUIRIES  
APPLICATIONS**

: Mrs. SJ Nguse Tel No: 035 8335047  
: should be directed to: The Human Resource Manager – Nkandla District Hospital, Private Bag X 102, Nkandla, 3855 OR Hand Delivered to: Human Resource Department - Nkandla District Hospital, 491 Mbatha Lane, Nkandla, 3855

**FOR ATTENTION  
NOTE**

: Mrs. SG Masikane  
: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of qualifications/certificates, Professional Registration 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. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview. African males are encouraged to apply.

**CLOSING DATE**

: 11 June 2021

**POST 19/136** : **OPERATIONAL MANAGER – NURSING (GENERAL) REF NO: UMP 5/2021**

**SALARY** : Grade A: R444 276 – R500 031 per annum

**CENTRE** : Umphumulo Hospital

**REQUIREMENTS** : Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. Current (2021) council receipt. A minimum of seven (7) years appropriate / recognizable experience as a Professional Nurse. Proof of current and previous experience endorsed by the HR department. Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies. Basic understanding of HR and Financial policies and procedures. Basic computer literacy.

**DUTIES** : Provide effective management and professional leadership. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by nursing team. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Maintain clinical competence by ensuring scientific principles of nursing is implemented. Participate and ensure implementation of National Core Standards. Ensure proper and optimal utilization of resources and exercise care over government property. Exercise control of discipline, dealing with grievances and labour relation issues in terms of laid down policies/procedures. Comply with EPMDS, evaluation of staff, formulate training programmes and participate in training and development of staff. Supervise subordinates in execution of their duties. Serve as a relief for the Operational Manager (night). Provide assistance/relief in Matrons' Office as and when required.

**ENQUIRIES** : Mrs. J. M. Ndlovu Tel No: 032 4814199

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

**FOR ATTENTION** : Mr S. M. Naidoo

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

**CLOSING DATE** : 30 June 2021

<b><u>POST 19/137</u></b>	:	<b><u>CLINICAL PROGRAMME CO-ORDINATOR GRADE 1: PHC DISTRICT TRAINER</u></b> Re-Advertisement (Candidates who previously applied are at liberty to re-apply)
<b><u>SALARY</u></b>	:	R444 276 per annum PLUS 8% Rural allowance. Benefits: 13th Cheque, home owner's allowance, and Medical aid optional{Employee must meet prescribed conditions}
<b><u>CENTRE REQUIREMENTS</u></b>	:	Umgungundlovu District Office Matric (National Senior Certificate), Bachelor's Degree/National Diploma in Nursing. Current registration with the South African Nursing Council. A minimum of 7 years appropriate / recognizable nursing experience after registration as a Professional Nurse of which 5 years of the period must be appropriate / recognizable primary Health care environment. Valid Driver's License. Proof of current work experience endorsed and stamped by Human Resource. Computer literacy. Proof of current and previous work experience endorsed by the employer must be attached. Knowledge, Skills, Training and Competencies Required: Understanding of Acts, regulations and policy framework governing education and training in the Public Sector. Strong communication and leadership skills. Ability to interpret course material accurately to facilitate a better understanding. Ability to facilitate at all levels. Strong human relation skills. Presentation/education skills. Report writing skills. Networking and liaison skills. Decision making skills. Chairing of meetings .An understanding of the challenges facing the Public Health Sector.
<b><u>DUTIES</u></b>	:	Develop comprehensive District Training Plan. Coordinate skills audit evaluations across the district. Facilitate district and sub-districts trainings. Collate district and sub-district training reports and partner training reports. Capture database of all trainings conducted across the district. Co-ordinate the activities of training stakeholders. Analyse innovative human resource development programme solutions. Liaise with appropriate service providers to direct course content to meet the requirement of the department skills development plan. Manage training requirements as identified through monitoring and evaluation activities within the District. Translate health care policies as stipulated by Provincial and District Programme Management into District Training initiatives. Ensure the efficiency and effective utilisation of resources allocated to the component. Facilitate development of and adherence to mentorship plans following all trainings and submission of POEs/logbooks. Ensure staff at all levels is kept abreast with current changes in the nursing practice and appropriate nursing standards. Participate in ideal clinic realization and maintenance (ICRM) and national core standards (NCS) audits/activities. Support CCMDD trainings. Participate in institutional and district health education training and development committee activities ensuring that in-serve staff attend basic and post basic courses. Pursue opportunities to extend Health Training activities through other government department and NGOs. Support implementation of formal orientation and induction program for outreach teams. Support implementation of District Community Based Outreach Model. Coordinate training of newly appointed clinic committees.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs SW Mbambo Tel No: 033 8971000 All applications should be forwarded to: The District Director, Umgungundlovu Health District, Private Bag X 9124, Pietermaritzburg, 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street) Pietermaritzburg
<b><u>FOR ATTENTION NOTE CLOSING DATE</u></b>	:	Human Resource Department Preference will be given to African Males 18 June 2021
<b><u>POST 19/138</u></b>	:	<b><u>MEDICAL SPECIALIST GRADE 1/2/3 REF NO: MEDSPECCARD/1/2021 (X3 POSTS)</u></b> Department: Cardiology Nature of Appointment: Sessional – Not exceeding 12 months; subject to annual review No of Sessions Per Week: 15 (Each Session is equivalent to 1 hour)
<b><u>SALARY</u></b>	:	Grade 1: R414 960 per annum Grade 2: R474 240 per annum Grade 3: R 550 680 per annum

<b><u>CENTRE</u></b>	:	Inkosi Albert Luthuli Central Hospital
<b><u>REQUIREMENTS</u></b>	:	Applicants must be registered as a Specialist Physician with the Health Professions Council of South Africa. Current Registration Card with HPCSA as a Medical Specialist, Physician. Preference will be given to applicants who have completed their training in Cardiology and are registered with the Health Professions Council of South Africa as a Specialist Physician Sub Specialty Cardiology. Experience: <b>Grade 1:</b> No experience required. <b>Grade 2:</b> Five (5) years appropriate experience as a Medical Specialist after registration with the HPCSA as Medical Specialist Physician. <b>Grade 3:</b> Ten (10) years appropriate experience as a Medical Specialist after registration with HPCSA as Medical Specialist Physician. Skills, Knowledge, Training and Competence Required: The incumbent should be competent as a Specialist Physician with a thorough knowledge and clinical skill of chronic and acute medicine. Knowledge and experience in Interventional and non-invasive cardiology. Demonstrate the ability to supervise and teach junior staff. Demonstrate the ability to work as part of a multidisciplinary team. Have sound communication, negotiation, and planning, organizing and interpersonal skills.
<b><u>DUTIES</u></b>	:	Provision of Cardiology services based at IALCH and the referring hospitals. Conduct General Cardiology Clinics, Ward Rounds and other procedures. Provision of after-hours (nights, weekends, public holidays) calls service for the Department at IALCH. Manage designated areas of responsibility in the Cardiology Department. Participate in the administration of clinics and wards, and the operational area in Cardiology as needed to optimize patient care. Assist in the implementation of guidelines, protocols and clinical audits. Involvement in Postgraduate and Undergraduate training including the teaching of Medical and Paramedical staff in the department. Participate in the academic programme, including research and outreach programmes. Participate in afterhours work as required.
<b><u>ENQUIRIES</u></b>	:	Dr DR Naidoo Tel No: 031-2402207
<b><u>APPLICATIONS</u></b>	:	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
<b><u>NOTE</u></b>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . 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. It 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.
<b><u>CLOSING DATE</u></b>	:	18 June 2021
<b><u>POST 19/139</u></b>	:	<b><u>MEDICAL OFFICER SESSIONAL REF NO: MURCH 03/2021 (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R410 800 per annum Grade 2: R470 080 per annum Grade 3: R544 960 per annum
<b><u>CENTRE</u></b>	:	Murchison Hospital

**REQUIREMENTS**

: **Medical Officer Sessional Grade 1:** Senior Certificate PLUS, Appropriate qualification in Health Science-MBCHB PLUS, Current registration with HPCSA as a Medical Practitioner OR, 1 year 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 to perform community service, as required in South Africa. Certificate of service endorsed by your Human Resources. Verification of experience Pre Screening endorsed by your Human resources. Qualified applicants will be liable for the performance of commuted overtime as per the roster. **Medical Officer Sessional Grade 2:**Senior Certificate PLUS Appropriate qualification in Health Science-MBCHB PLUS Current registration with HPCSA as a Medical Practitioner plus 5 years' experience after registration with the HPCSA as a Medical Practitioner OR 6 years' experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Certificate of service endorsed by your Human Resources. **Medical Officer Sessional Grade 3:**Senior Certificate PLUS Appropriate qualification in Health Science-MBCHB PLUS Current registration with HPCSA as a Medical Practitioner plus 10 years' experience after registration with the HPCSA as a Medical Practitioner OR 11 years' experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Certificate of service endorsed by your Human Resources. Verification of Experience Pre Screening endorsed by your Human Resources Verification of Experience Pre Screening endorsed by your Human Resources. Knowledge, Skills and Competencies: Knowledge and understanding of relevant policies and clinical protocols, Sound knowledge of national TB Programme and ARV Programme including STI's and PMTCT. Sound knowledge and clinical skills. Sound knowledge of emergency and triage protocols. Ability to function in a multidisciplinary Team. Good Team Building and problem solver. Good communication and interpersonal skills. Willingness to teach and supervise junior staff.

**DUTIES**

: Clinical responsibility, including examination, investigation, diagnosis and treatment. Ability to perform overtime call hours on weekdays, weekends and public holidays. Maintain accurate record management in accordance with the legal and ethical considerations and continuity of patient care. Proper handover of patients to doctors on call after hours and on the weekends, and sharing of plans with all clinicians as the need arises. Undertake and participate in Continued Professional Development (CPD) program, and other Personal Development initiatives to keep abreast with current medical practices and to improve one self. Participate in Employee Performance Management and Development Programme and agenda as required by the institution. Zeal in participation in Clinical Audits and Quality Improvement Plans. Provision of Quality patient centered care. Performance of required administrative duties.

**ENQUIRIES**

: Dr S Lachman Tel No: 039-6877311/5/6/7/8 ext. 106 during hours

**APPLICATIONS**

: all applications should be forwarded to: Chief Executive Officer P/Bag X701,Portshepstone, 4240 or hand delivered to: Human Resources Department, Murchison Hospital.

**NOTE**

: The following documents must be submitted: Application for Employment New Form (Z83), which is obtainable at any Government Department or from the Website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months. Curriculum Vitae and Identity document. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH 33/2021. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their

applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution). If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

- CLOSING DATE** : 11 June 2021
- POST 19/140** : **CLINICAL NURSE PRACTITIONER GR 1 REF NO: 03/2021 (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 REQUIREMENTS** : Othobothini Community Health Centre  
 : Senior Certificate / STD 10/ Grade12. Basic R425 qualification (Diploma/ Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Proof of current registration with SANC. Registration with SANC in General Nursing, Midwifery and Primary Health Care. Post basic nursing qualification (of at least 1 year) in Clinical Nursing Science, Health Assessment, Treatment and care accredited with SANC. A Minimum of 4years appropriate /recognizable experience in nursing after registration as professional Nurse with SANC in General Nursing. Knowledge, Skills, Attributes and Abilities: Knowledge of Nursing care and procedures. Knowledge of SANC Rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programmes, Batho- Pele principles and Patient Rights Charter Human Resource Management and basic financial management skills .Leadership, Supervisory and reporting writing 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 APPLICATIONS** : Ms. N.I Mthethwa Tel No: 035 572 5590 or 083 204 3264  
 : 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](http://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** : 11 June 2021

**POST 19/141** : **CLINICAL NURSE PRACTITIONER (HAST) REF NO: NMH/CNP/HAST/2021 (X1 POST)**

**SALARY** : Grade 1: R383 226 – R444 276 per annum (Rural allowance 8%)  
Grade 2: R 471333 – R579 696 per annum (Rural allowance 8%)

**CENTRE** : Niemeyer Memorial Hospital (HAST)

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

**DUTIES** : Provision of quality comprehensive PHC Package of service in line with NHI initiatives. Health Promotion, Disease prevention, curative and rehabilitation services. Provision of administration services Participate in the clinic arrangement and sustainability in the implementation Integrated Clinical Service management (ICSM). Provide support to CSO in the implementation of Health Patient Appointment System and pre-retrieval of patient files (HPRS). Provide quality and complete patient information in the Health Patient records Manage patients according to standard treatment guidelines and EML Perform all activities within HAST programme Implement Provider counseling and testing Implement Universal testing and treat as per guideline Implement and achieve individual targets linked to 90-90-90 strategy Increase Positive case finding through implementation of Index Testing and linkage to care. Work integrative with Ward Based Outreach teams towards achieving recension in care Participate in the Maternal, Child Women's health programme to achieve targets linked to the programme indicators. Participate in the achievement of couple year protection (Insertion of Long Acting Reversible Contraceptive Method) Perform cervical cancer screening as per cervical cancer screening policy Participate in the implementation of Youth Friendly Services. Stakeholder participation in the Operation Sukuma Sakhe and present health challenges for outputs for the facility catchment area. Participate in the community outreach services, campaigns and Izimbizo Participate in the implementation of non-pharmaceutical intervention for epidemic response. Implement covid-19 rescue plan within PHC programme. Provision of administrative services ensures proper, cost effective use of material resources. Identify needs of financial planning and indirect control of expenditure. Provide Clinical teaching and continuous training to other staff categories during in-service training programme Participate in quality, monitoring and evaluation of PHC programme. Conduct clinical audits for priority programme, Analyze and develop quality improvement plans. Participate in the Quality programme that provide quality of care : Patient complaints, Safety incidence and Patient Experience of care and Waiting times Participating in the production of facility quality data, ensuring complete patient record, correct entries of data elements in the tick register and other relevant registers, compiling of daily, weekly and monthly



statistics. Timeous submission of complete, reliable statistic. Act on the Generated line list reports from Tier.net and action them.

**ENQUIRIES** : Mrs. GN Nkosi Tel No: 034-331 3011

**APPLICATIONS** : Should be delivered to: KwaZulu-Natal Department of Health, The Hospital CEO, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980 telephone 0343313011

**FOR ATTENTION** : Mr. AN Mange

**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, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Note: Please note that due to financial constraints there will be on payment for S&T claims. Employment equity target African male.

**CLOSING DATE** : 18 June 2021

**POST 19/142** : **PUBLIC RELATIONS OFFICER REF NO: MAD 15/ 2021**

**SALARY** : R376 596 - R454 920 per annum, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

**CENTRE** : Madadeni Provincial Hospital

**REQUIREMENTS** : National Diploma/ Degree in Public Relations. Minimum of 3-5 years appropriate/ recognisable experience in a relevant environment. Proof of work experience (Certificate of Service) from previous and current employer endorsed and stamped by HR must be attached. Recommendation: Driver's license. Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislations governing the Public Service. Excellent communication, computer, organizing, planning, negotiation and problem solving skills. Ability to arrange and organize conferences, information session and interview with the media. Good communication skills both verbal and non-verbal. Ability to establish and promote relations with the media, staff, patients and other stakeholders. Fluency in isiZulu and English. Ability to promote and maintain a positive image of the hospital and also keep employees of the hospital informed of the latest policies and new development.

**DUTIES** : Promote and maintain a positive image of the hospital with the public and all relevant stakeholders. Ensure that the staff and community are aware of the current events in the hospital by distributing print material, updating the notice board, taking photographs at functions and for support of articles, identifying newsworthy items for house magazines, receiving publication to all areas of the institution and related clinics, maintaining an updated postage list and ensuring copies are sent to targeted people and establish District and Head Office contacts within the Department of Health. Maintain good relations with the media. Arrange and facilitate patient & staff satisfaction survey. Advice management on strategic communication matters such as hospital strikes and patients complaints. Develop pro-active contingency measures to support the hospital to achieve its strategic goals. Sensitize business and patients, communities of the role of the institution. Establish relationship with other Hospitals. Control notice board and suggestion

boxes. To develop, execute and monitor health care programmes. Identify public opportunities for the institution. Co-ordinate, implement and report on National Core Standard. Ensure feedback to management and staff through information network.

**ENQUIRIES  
APPLICATIONS**

: Mrs. H.S.L Khanyi Tel No: 034 328 8257  
: All applications should be posted to: The Recruitment Officer, Madadeni Hospital,  
Private Bag x6642, Newcastle, 2940

**FOR ATTENTION  
NOTE**

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

**CLOSING DATE**

: 25 June 2021

**POST 19/143**

: **RADIOGRAPHER DIAGNOSTIC REF NO: RADDIAG/2/2021 (X3 POSTS)**  
Department: Diagnostic Imaging

**SALARY**

: Grade 1: R317 976 per annum, Plus 13th Cheque, Medical Aid - Optional & Housing Allowance: Employee must meet prescribed requirements.  
Grade 2: R372 810 per annum, Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirement.  
Grade 3: R439 164 per annum, Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirement.

**CENTRE  
REQUIREMENTS**

: IALCH  
: An appropriate three year National Diploma/Degree in Diagnostic Radiography. Current registration with the Health Professions Council of South Africa as a Diagnostic Radiographer (Independent practice). Experience: **Grade 1:** No experience after registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer in respect of RSA qualified employees who performed Community Service as required in South Africa. Current Community Service Radiographers can apply provided they will be offered the post on submission of proof of registration with HPCSA as Diagnostic Radiographers (independent Practice).One year relevant experience after registration with the Health Professional Council of South Africa as a Diagnostic Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Minimum 10 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer in respect of RSA qualified employees who performed Community Service as required in South Africa. Minimum 11 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer in respect of foreign qualified employees of whom it is not required to perform community service as

required in South Africa. **Grade 3:** Minimum 20 year relevant experience after registration with the HPCSA as a Radiographer – Diagnostic Imaging in respect of RSA qualified employees who performed Community Service as required in South Africa. Minimum 21 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer in respect of foreign qualified employees of whom it is not required to perform community service as required in South Africa. Knowledge, Skills Training and Competencies Required: Working knowledge of radiography principals, systems and procedures Sound knowledge of radiation safety regulations. Sound knowledge of diagnostic radiography equipment and protocols. Knowledge of relevant public service policies, acts and regulations. Knowledge of HR related policies and procedures. Knowledge of relevant Health and Safety regulations. Good communication and sound interpersonal skills.

**DUTIES** : Perform clinical radiographic duties in a completely digital radiology department that offers a 24 hour radiology service whilst adhering to the departmental policies & procedures. Perform imaging examinations whilst adhering to radiography protocols, practices, and techniques. Participate in the radiation protection and quality assurance program while adhering to the safety protocols and quality standards in compliance with the Department of Health policies and procedures. Required to produce good quality images in all diagnostic modalities which include CT scanning. Perform overtime duties as required.

**ENQUIRIES** : Mrs B V Mfeka Tel No: 031 240 1950  
**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](http://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 It 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** : 18 June 2021