

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

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

ERRATUM: Kindly note that the following X03 Posts advertised in Public Service Vacancy Circular 27 dated 06 August 2021, They have been amended as follows: (1) Medical Officer Grade 1, 2 & 3 with Ref No: APP/16/2021 (X3 Posts), Assistant Manager Nursing with Ref No: APP/15/2021, Operational Manager Grade 1 (PHC) Efaye Clinic with Ref No: APP/17/2021. The applications should be forwarded to the following email due to non-availability of post office in Ozwathini Area, both were looted by unrest community protest. Email to: duduzile.shabangu@kznhealth.gov.za and Zakhele.nxumalo@kznhealth.gov.za. Currier or hand delivered to Applesbosch Hospital. The closing date has been extended to 17 September 2021.

OTHER POSTS

<u>POST 30/250</u>	:	<u>MEDICAL MANAGER GRADE 1 REF NO: CJMH 07/2021 (X1 POST)</u> Component: Medical Services
<u>SALARY</u>	:	R1 173 900 per annum. Other Benefits: Package consist of 70% basic salary and 30% flexible portion that May be structured in terms of the applicable rules. Plus 22% rural allowance and Commuted Overtime Medical Aid (Optional)
<u>CENTRE REQUIREMENTS</u>	:	Charles Johnson Memorial Hospital Senior Certificate. Certified copy of MBCHB.A minimum of three (3) years appropriate experience after registration with HPCSA as a Medical Practitioner. Current annual fees registration with HPCSA 2021/2022. In –service applicants are required to obtain the proof of SAQA verification from their Human Resource department if applicable. Applicants are required to submit certificate of service detailing experience. Recommendations: Post-graduate diploma/degree of managing Clinical Services. Three (3) years management or supervisory experience will be an advantage. Valid driver's licence Knowledge, Skills, Training and Competences Required Appropriate experience of managing Clinical. Services. Strong leadership skills, excellent negotiation, facilitation and communication skills. (Written and verbal). Knowledge and skills in dealing with relevant Medico legal matters. Possess knowledge of relevant legislation such as Nation Health Act Pharmacy Act, Labour relations act, Public Act, Basic conditions of service Act, Occupational Health and Safety Act, Medical Allied Health Professional Act, Public Finance Management Act (PFMA).Have service delivery innovation and knowledge of problem solving and analysis communication, client orientation and customer focus. Willing to be available after hours.
<u>DUTIES</u>	:	Ensure the provisions of protocols and guidelines to the Medical Allied Professions Team. Formulate policies and procedures for clinical services and ensure that they are in accordance with current statutory regulations and guidelines. Provide leadership management and support to all clusters Managers Clinical Heads Clinical Managers Pharmacy Allied Health Professionals and all staff under their supervision. Conduct service assessment and implement quality improvement programmes. Maintain service excellence by conducting regular meetings of clinical governance structures, Liaise with other stakeholders within and outside the Department of Health such as Chief Specialists, other hospital management teams, the Health District Office and Medical School on medical management issues. Ensure optimal use of resources both human and financial. Evaluate the needs for medical equipment and provide advice and guidance on the selection. Ensure continuous monitoring of morbidity and mortality through clinical audits. Formulate strategic plans in keeping with the requirements of the hospital and the department as directed by the mission. Ensure the cost-effective service delivery is maintained within the hospital. Conduct regular audits on attendance registers to ensure commuted overtime policies are strictly adhered to. Maintain discipline and deal with grievance and Labour Relations issues in terms of the laid down procedures and policies. Monitor medico legal claims against the hospital including assessing risks providing reports and

	implementing remedial measures. Promote work environment conducive to development and training for consultants' registers, medical officers' interns and other staff.
<u>ENQUIRIES</u>	: Ms PN Kunene Tel No: 034 271 6406
<u>APPLICATIONS</u>	: All application should be forwarded to: 92 Hlubi Street C. J. M. Hospital Nqutu 3135, Private Bag X5503, Nqutu, 3135
<u>FOR ATTENTION</u>	: Human Resource Manager
<u>NOTE</u>	: Applications should from any Public Service Department Human. Resource Department be submitted on form Z83 OR from the website www.kznhealth.gov.za . Copies of ID, Matric, highest educational qualifications and HPCSA registration – Current registration with HPCSA 2021. Updated Curriculum Vitae. Copy of certificates and service endorsed by Human Resource. The reference number must be indicated in the column provided on form Z83 e.g. CJM 06/2021. Faxed documents will not be accepted. NB Failure to comply with the above instructions with the above instructions will results in disqualification. Please note that if you are not contacted within three months of the closing date, your application is unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course. Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPS (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews. All candidates who had applied for this advertised post should re-apply.
<u>CLOSING DATE</u>	: 10 September 2021
<u>POST 30/251</u>	: <u>MEDICAL SPECIALIST REF NO: MEDSPECPLAST/1/2021 (X1 POST)</u> Department: Plastics and Reconstructive Surgery
<u>SALARY</u>	: Grade1: 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)
<u>CENTRE</u>	: Inkosi Albert Luthuli Central Hospital
<u>REQUIREMENTS</u>	: Applicants must be registered as a Specialist Plastic & Reconstructive Surgeon with the Health Professions Council of South Africa with prior surgical experience Experience Grade 1: No experience required. 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 Health Professional Council of South Africa as a Specialist in Radiation Oncology Grade 2 Five (5) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Plastic & Reconstructive Surgeon). Grade 3: Ten (10) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Plastic & Reconstructive Surgeon). Knowledge, Skills, Training and Competencies: The following will serve as an advantage. Clinical knowledge and experience of treating plastic surgery patients. Knowledge of current health and public service legislation, regulations and policy. Good communication, decision making and clinical skills. In addition, you should have one of the following Advanced Trauma Life Support (ATLS) Advanced Cardiac Life Support (ACLS) Advanced Paediatric Life Support (APLS).
<u>DUTIES</u>	: The appointee will be required to perform plastic & reconstructive surgery operations expected of a junior specialist, attend to administration matters, outpatient duty and "on call duties when he/she will field urgent referrals and be required to take the appropriate action regarding these. He/she would also do ward rounds and teaching of undergraduate and postgraduate Medical Students.
<u>ENQUIRIES</u>	: Prof A Madaree Tel No: 031 2401171
<u>APPLICATIONS</u>	: 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.
<u>NOTE</u>	: 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 . Copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates

need not be certified as only shortlisted candidates will be requested to supply 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 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.

<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/252</u>	:	<u>MEDICAL SPECIALIST REF NO: MEDSPECRADONCO/1/2021</u> Department: Radiation Oncology
<u>SALARY</u>	:	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)
<u>CENTRE REQUIREMENTS</u>	:	IALCH MBChB or equivalent. Registration Certificate as a Specialist: Radiotherapy Oncologist with the HPCSA and Current Registration Card with HPCSA. Experience: Grade 1: Experience: Not applicable. 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 Health Professional Council of South Africa as a Specialist in Radiation Oncology. Grade 2: Five (5) years appropriate experience as a Medical Specialist after registration with the HPCSA as a Specialist in Radiation Oncology. Grade 3: Ten (10) years appropriate experience as a Medical Specialist after registration with HPCSA as a Specialist in Radiation Oncology. Knowledge, Skills, Training and Competencies Required: Sound clinical knowledge within the discipline. Ability to deal with all oncological emergencies. Knowledge of ethical medical practice. Ability to assess, diagnose and manage adult patients with solid organ malignancies and selected lymphomas. Competent in the radiotherapy management of paediatric malignancies.
<u>DUTIES</u>	:	Provision of holistic care for oncology patients. Maintain medical records. Participate in the Quality Improvement Programmes of the Department/Hospital. Maintain clinical, professional and ethical standards. Be involved in community-orientated/outreach programmes including the provision of expert advice and services to all health facilities within the province as delegated. Participation in provision of postgraduate health personnel teaching. Attend departmental academic sessions and meetings. The successful applicant will be required to perform after hour duties and be part of a multi-disciplinary team when deemed necessary. Participate in Clinical Governance. Please note that the above duties will be performed at IALCH and Addington Hospital.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr S Bhadree Tel No: 031 240 1920 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.
<u>NOTE</u>	:	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 . Copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply 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 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.

<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/253</u>	:	<u>MEDICAL OFFICER GRADE 3 REF NO: OTH CHC 09/2021 (X1 POST)</u> Re-Advertisement, Candidates who applied previously are encouraged to re-apply.
<u>SALARY</u>	:	R1 089 693 – R1 362 366 per annum. Other Benefits: 22% Rural Allowance of Basic Salary, Medical aid (optional) and housing allowance (employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Othobothini Community Health Centre (Jozini) Grade 12 (senior certificate). An MBChB degree. Proof of Current registration with HPCSA as a Medical Practitioner. A minimum of ten (10) years' experience after registration with HPCSA as a Practitioner. Valid driver's license. Foreign candidates require eleven (11) relevant experience after registration with a recognized Foreign Health Professional Council. Non South African citizen applicants need to have a valid work permit. Applicants in possession of foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their application. Certificate of service must be attached as proof of experience. Recommendations: Diploma in HIV & AIDS Management Knowledge, Skills, Training and Competencies Required: Sound Supervision and leadership skills. Ability to function as a part of multidisciplinary team. Knowledge of health related Acts, policies and regulations. Sound clinical knowledge and skills, and experience in District Health System and Primary Health Care. Computer literacy. Sound negotiation, planning, organizing, decision making and conflict management skills. Good team building and problem solving skills. Knowledge of medical disciplines and management skills.
<u>DUTIES</u>	:	Manage performance and staff development of medical and allied health staff. Strengthen clinical governance in the institution in line with National Core Standards. Ensure the provision of safe, ethical and high quality medical care. Provide Leadership, support and supervision to all Medical and Allied Health staff (including Pharmacy, Radiology, Dietetics, Dental, Social work, Optometry and Psychology). Conduct clinical & records audits, morbidity and mortality and perinatal reviews. Actively participate in the institutional strategic and operational planning process. Manage and facilitate the formulation of Medical and Allied Health Services policies and procedures and ensure that these are in line with the current statutory guidelines, regulations and code of ethics. Examination, Diagnosis and management of patients in OPD, Wards and Clinics. Plan, manage and control resources allocated in a cost effective and efficient manner. Maintain discipline and deal with grievances and labour related issues. Assist with information management and analysis. Perform clinical & record audit and participate in Quality Improvement initiatives kindly attach certificate of Service/ Proof of work experience endorsed by HR.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. N.I Mthethwa Tel No: 035 572 9002 Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.
<u>NOTE</u>	:	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 . Copies of ID, Std 10 certificate, educational qualifications, and certificate of service / proof of experience signed by HR

office must be submitted together with your CV. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

CLOSING DATE

: 10 September 2021

POST 30/254

: **DEPUTY NURSING MANAGER REF NO: EPH 04/2021 (X1 POST)**
Cluster: KZN Department of Health

SALARY
CENTRE
REQUIREMENTS

: R843 618 – R949 482 per annum
Ekuhlengeni Psychiatric Hospital
: Senior Certificate (grade 12) , appropriate Degree OR Diploma in General Nursing and Psychiatric Nursing plus current registration with the SANC , Minimum of 10 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general Nursing. At least 5 Five years of the period referred to above must be appropriate and / recognizable experience Management level. Proof of previous experience and current employment experience (Certificate of Service) endorsed and stamped by Human Resource Office. Valid driver's license EB (code 08) and computer certificate. Candidate do not need to submit the certified documents only the shortlisted candidate will be required to submit the certified document documents on or before the day of the interview. Recommendation Degree / Diploma in Management Knowledge, Skill, Training & Competencies Required In depth knowledge and understanding of health related Acts, Regulations, Guidelines and other related policies such as Nursing Act and Regulations Health Act, Health Act and Code of Ethics Knowledge and understanding of Professional practice of the South African Nursing Council, Nursing standards of practice, Scope of Practice, Occupational Health and Safety Act and Mental Act. Knowledge and understanding of Legislative framework governing the Public services including: Skills Development Act, Public Service Regulations, Labour Relations Act, Grievance procedures and disciplinary procedures. Good communication, report writing, facilitation, co-ordination, decision-making, leadership, negotiation, networking and interpersonal skills. Strategic planning, responsiveness, pro-activeness, professionalism, Accuracy and flexibility to work under pressure.

DUTIES

: Provide guidance and towards the realization of the strategic goals and objectives of the division Nursing Component by establishing the strategic direction of the component to ensure the alignment with its business plans and participating in the development of the hospital Strategic plan, Provide professional, technical and management support for the provision of quality patient care through proper management of Nursing care programs Advocate and ensure promotion of nursing ethos and professionalism Develop and monitor of policies, programmes, regulation, practices, procedures and standards pertaining to Nursing care Utilize information technology and other management information systems to manage nursing information for the enhancement of service delivery. Establish, maintain and participate in inter-professional and multi- disciplinary teamwork that promotes efficient and effective health care. Manage and utilize resources i.e. human Financial, physical and material in accordance with relevant directives and legislation. Establish, Supervise and maintain coordinated functioning of the Nursing service to ensure acceptable standard of patient care Analyze staffing needs and develop a plan to meet the needs and continuously review, explore and utilization opportunities for professional development to enhance professional Knowledge Formulate and manage the component's budget against its strategic objective and ensure proper utilization thereof Initiate and identify ways of containing health care costs without compromising standards Facilitate formulation, reviewing policies, procedures and implementation thereof Ensure functioning quality improvement programmes in each component / department Monitor expenditure by putting into place relevant mechanisms to ensure appropriate and economical use of resources.

ENQUIRIES
APPLICATIONS

: Ms. N.S. Padayachee Tel No: 031 – 9054 777/6/5
: All applications should be forwarded to: The Human Resource Manager: Ekuhlengeni Psychiatric Hospital: KZN Department of Health, P.O. BOX 3,

**FOR ATTENTION
NOTE**

Umbogintwini, 4125 OR Hand delivered to: Off Old South Coast Road, Umbogintwini.

Ms. GP. Cele

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, Applicant do not need to submit the certified copies of certificates, Identity Document and Driver's License, Only the shortlisted candidate will be required to submit certified documents on or before the day of the interview. 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. NB: First Preference will be given African Female

CLOSING DATE

10 September 2021

POST 30/255

MEDICAL OFFICER REF NO: MO O&G/1/2021 (X1 POST)

Department: Obstetrics & Gynaecology

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
REQUIREMENTS**

Inkosi Albert Luthuli Central Hospital

Qualifications: MBChB. Full current registration with the Health Professions Council of South Africa as a General Medical Practitioner. Completion of Community Service. Postgraduate diploma will be of added advantage.

Experience: No experience required. The appointment to **Grade 1** requires 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. **Grade 2:** Experience: 5 years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years(6) relevant experience after registration as a Medical Practitioner with a 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.

Grade 3: 10 years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a 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: Sound Knowledge Of women's health issues to allow for accurate diagnosis and appropriate management of clinical problems. Ability to deal with all maternity emergencies. Good decision making, problem solving, leadership and mentoring skills. Good communication skills.

DUTIES

Participation in the provision of service in the department of O&G in the Durban Functional Region. Perform after hours duties. Assist with the supervision and support of interns and students in the department. Participate in the

	departmental academic programme. Provide and ensure community orientated clinical services and support to Primary Health Care Services.
<u>ENQUIRIE APPLICATIONS</u>	: Dr S Ramphal Tel No: 0312402407 / 0312402345 / 0312604206
	: 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.
<u>NOTE</u>	: 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 . Copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply 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 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.
<u>CLOSING DATE</u>	: 10 September 2021
<u>POST 30/256</u>	: <u>MEDICAL OFFICER GRADE 1, 2, & 3 REF NO: UNTU 09/2021 (X1 POST)</u>
<u>SALARY</u>	: 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 (Consist of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules) Salary Package: (All-inclusive salary package, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary & Commuted Overtime (as per departmental need)
<u>CENTRE REQUIREMENTS</u>	: Untunjambili Hospital
	: Grade 1: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. Registration certificate with HPCSA as a Medical Practitioner. Proof of current registration (2018 - annual registration card). No experience required for Grade 1. Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Grade 2: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. Registration certificate with HPCSA as a Medical Practitioner. Proof of current registration (2018 - annual registration card). Minimum of 5 years relevant experience after registration with HPCSA as a Medical Officer. Proof of experience should be attached to the application. (Certificates of service or official. Letters of service from previous/current employers, signed and stamped by HR). Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Grade 3: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. Registration certificate with HPCSA as a Medical Practitioner. Minimum of 10 years relevant experience after registration with HPCSA as a Medical Officer. Kindly Return All Documentation When Replying. Proof of current registration (2018 - annual registration card). Proof of experience should be attached to the application. (Certificates of service or official letters of service from previous/current employers, signed and stamped by HR). Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Sound knowledge and clinical and surgical skills associated with practice of District Level Hospital i.e.

	caesarean sections and spinal anaesthetic, ectopic pregnancies, circumcisions. Must be able to perform a caesarean section. Knowledge of ethical medicine including HIV and TB, Paediatrics, Surgery, Obstetrics and Gynaecology, Orthopaedics, Psychiatry, Emergency medicine and Anaesthetics. Good interpersonal and communication skills. Ability to work under pressure. Assessment, analysis and Management skills. Teaching and supervision of junior doctor's students'. Knowledge of all applicable legislation.
<u>DUTIES</u>	: Clinical and administrative duties/ responsibilities for the respective wards. Implement quality standards and practises and treatment protocols as to ensure correct and effective management of patients. Examination, diagnosis and treatment of patients in OPD, Casualty, Wards and Clinics. Diagnosing and facilitating referrals to high level of care. After hours participation in call rosters. Perform emergence procedures and administer anaesthesia. Facilitation of staff training and on-going medical education.
<u>ENQUIRIES</u>	: Dr A Subrati Tel No: 033-444 1707
<u>APPLICATIONS</u>	: should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268
<u>NOTE</u>	: 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 which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (Only shortlisted candidates will submit certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. <u>NB:</u> 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.
<u>CLOSING DATE</u>	: 17 September 2021
<u>POST 30/257</u>	: <u>MEDICAL OFFICER (GRADE 1, 2, 3) NEUROSURGERY REF NO: GS 49/21</u> Component: Surgery
<u>SALARY</u>	: 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.
<u>CENTRE REQUIREMENTS</u>	: Greys Hospital, Pietermaritzburg : Senior Certificate or Equivalent MBChB degree or equivalent. PLUS Current Registration certificate with the HPCSA as a Medical Practitioner by the time of appointment 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. 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. 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. Recommendations Candidate must be able to perform a detailed clinical assessment of trauma and patients with neurosurgical conditions. Experience in neurosurgery environment will be an advantage. Work experience in a major hospital and/or in a trauma centre will be an advantage. Candidates with basic surgical experience and skills, and ATLS will be an advantage Knowledge, Skills, Experience and Competencies: Sound clinical and patient management skills; human resource management; information management; quality assurance programs. Participation in the After Hours call system is essential Medical Practice as appropriate at post Community Service level Current health and public service legislation, regulations and policy, and medical ethics.

DUTIES

: Clinical responsibility including examine, investigate diagnose and oversee treatment of patients To provide telephonic consultations from referring doctors, identify health care needs and discuss these to seniors to advise referring doctor appropriately. To participate in ward rounds, patient management in the ward, optimisation of patients for planned surgery, assisting in theatre and performing after hours' calls. 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/community service medical officers) and assist with the development of 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 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.

ENQUIRIES APPLICATIONS

: Dr S Sonya Tel No: 033 8973381
: Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200.

FOR ATTENTION NOTE

: Mrs M. Chandulal
: Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Applicants must submit copies of qualifications, Identity document and drivers license (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the of the interview following communication from HR. (c) Curriculum Vitae NB: Failure to comply with the above instructions will disqualify applicants. 2. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 49/21. 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. The employment equity target for this post is: African Male

CLOSING DATE

: 10 September 2021

<u>POST 30/258</u>	:	<u>CLINICAL PSYCHOLOGIST REF NO: UNTU07/2021 (X1 POST)</u> Component: Medical
<u>SALARY</u>	:	R713 361 - R784 278 per annum, (all inclusive package) consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules. Other benefits: 13th Cheque / Service Bonus, Medical Aid Optional, Home Owners, Housing, Allowances and 8% rural allowance.
<u>CENTRE</u>	:	Untunjambili Hospital
<u>REQUIREMENTS</u>	:	Grade 1: Senior Certificate or Grade 12. An appropriate qualification that allows registration with HPCSA as a Clinical Psychologist (2021-2022). No experience required after registration with the Health Professional Council (HPCSA) Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa. One year experience after registration as a Psychologist 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 (work experience) which must be stamped by Human Resource Manager. Grade 2: A minimum of 8 years' experience relevant experience after registration with the Health Professional Council (HPCSA) as a psychologist in respect of RSA qualified employees who performed community service as required in South Africa. A minimum of 9 years relevant experience after registration with the Health Profession Council (HPCSA) as psychologist in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Grade 3: A minimum of 16 years' experience relevant experience after registration with the Health Professional Council (HPCSA) as a psychologist in respect of RSA qualified employees who performed community service as required in South Africa. A minimum of 17 years relevant experience after registration with the Health Profession Council (HPCSA) as psychologist in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa. Comprehensive knowledge of psycho-diagnostic and therapeutic interventions suitable to a (tertiary) hospital setting. Clinical skills include individual clinical and psychometric assessment, individual psychotherapy, group psych education and therapy skills sound knowledge of policies, protocols and procedures applicable to the profession and the hospital. Ability to co-ordinate psychological intervention in specialist medical fields. Good verbal and written communication skills; good time management skills; meeting tight deadlines. Computer proficiency, including experience with Micro Soft office package. Good interpersonal decision-making and problem solving skills. Resilience, self-motivation and dedication to service ethic. Strong Generic leadership and management skills and competencies.
<u>DUTIES</u>	:	Provide general psychological services (individual and group) to in- and out – patients, adults and children. Assess persons by means of clinical interviews. Administer and write reports on psychometric assessments. Ability to communicate with patients and relatives. Maintain accurate records and statistics. Designing, implementing and coordinating holistic psychology programmes for patients within a multi-disciplinary team framework, through consultation/liaison with other departments/ shareholders when required. Ensure compliance with policies and procedures. Responsible for general administrative duties, including training and supervision meetings, maintain records and statistics, strategic and operational planning, HR-related activities, risk management etc. Management and updating of treatment protocols, assessment tools. Policies SOPS, protocols. Addressing quality and risk related aspects, including QIPs, Norms and standards, Ideal Hospital Realization and Maintenance Framework compliance and risk register. Facilitation of relevant health promotion and related activities. Participation in and addressing ethic consultations, ethics meetings, medico legal cases, medico legal centre of excellence, etc.
<u>ENQUIRIES</u>	:	Dr A Subrati Tel No: 033-444 1707
<u>APPLICATIONS</u>	:	should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268.
<u>NOTE</u>	:	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 which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (Only shortlisted candidates will submit

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.

<u>CLOSING DATE</u>	:	17 September 2021
<u>POST 30/259</u>	:	<u>ASSISTANT MANAGER NURSING SPECIALTY – CRITICAL CARE DEPARTMENT GRADE 1 REF NO: HRM 62/2021 (X1 POST)</u> Directorate: Nursing
<u>SALARY CENTRE REQUIREMENTS</u>	:	Grade 1: R614 991 – R692 166 per annum, (including benefits) King Edward VIII Hospital Complex Matric/Senior Certificate or equivalent qualification Plus Degree/Diploma in General Nursing Science and Midwifery plus Registration with SANC as a Professional nurse Plus Proof of current registration with SANC for 2021 A post basic nursing qualification in Critical Care Nursing Science, with duration of at least 1 year accredited with the SANC. Plus Minimum of 10 years appropriate recognizable experience in Nursing after registration as a professional nurse Plus At least 6 years of the period referred to above must be appropriate recognizable nursing experience in the specialty after obtaining the one year post basic qualification in Critical care. At least 3 years of the period referred to above must be appropriate recognizable experience at a Management level Plus Certificate of service endorsed by HR as a proof of experience Plus proof of current registration with the SANC Recommendations: Computer Literacy, Diploma/degree in Nursing Management will be an added advantage, Driver's License Code EB (08) Knowledge, Skills, Training And Competencies Required: Knowledge and insight into nursing processes and procedures, knowledge and insight into nursing statutes and other relevant public service acts, decision and problem solving skills, interpersonal skills and conflict management skills, good communication skills, supervisory and analytical thinking skills, ability to implement National core standards, basic understanding of HR and financial policies and
<u>DUTIES</u>	:	Manage and co-ordinate the implementation of holistic, comprehensive, specialized nursing care in the Critical care component, in conjunction with team members, within a professional and legal framework, ensure the maintenance of quality care standards in the Critical Care services, ensure adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner, ensure effective utilization of all infection control and prevention practices by all staff including support and cleaning staff, supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, operational and strategic plans aimed at improving service delivery , Facilitate and ensure implementation of department priorities and national core standards, monitoring and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients records, demonstrate a concern for patients, promoting and advocating proper treatment and care, monitor and evaluate staff performance, ensure effective data management, ensure ethics and professionalism is maintained, demonstrate effective communication with staff, patients and multidisciplinary team, exercise control over discipline grievance on all labour related issues, develop/establish and maintain constructive working relationship with nursing and other stakeholders.
<u>ENQUIRIES</u>	:	Mrs. N. Ngcobo Tel No: 031 360 3026

<u>APPLICATIONS</u>	:	All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013.
<u>NOTE</u>	:	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 . ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities are encouraged to apply.
<u>CLOSING DATE</u>	:	17 September 2021
<u>POST 30/260</u>	:	<u>ASSISTANT MANAGER NURSING (OBSTETRICS AND GYNAECOLOGY INCLUDING PAEDIATRICS) REF NO: GTN 17/2021 (X1 POST)</u>
<u>SALARY</u>	:	R614 991 per annum, (Other benefits: Medical Aid optional) In-hospital allowance, 13th cheque, home owners (Employee must meet prescribed requirements), An all-inclusive package & 12% Rural Allowance
<u>CENTER REQUIREMENTS</u>	:	Greytown Hospital
	:	Matric/Senior Certificate (Grade 12). Diploma/Degree in General Nursing Science and Midwifery. Registration with SANC as a professional nurse. A post basic nursing qualification in "advanced Midwifery & neonatal Nursing Science" with duration of at least 1 year accredited with SANC. Minimum of 10 years' appropriate recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 6 years of the period referred to above must be appropriate recognizable experience in the specialty after obtaining the one year post basic qualification in advanced Midwifery & neonatal Nursing Science. At least 3 years of the period referred to above must be appropriate recognizable experience at a management level. Proof of current and previous work experience endorsed and stamped by Human Resources Manager (must be attached). Recommendations: Computer Literacy, Diploma/ degree in Nursing Management will be an added advantage. Driver's License code EB (08) Knowledge, skills, Training and Competences required. Knowledge and insight into nursing processes and procedures. Knowledge and insight into nursing statutes and other relevant public service acts. Decision and problem-solving skills. Interpersonal skills and conflict management skills. Knowledge and implementation of Batho Pele principles. Good communication skills. Supervisory and analytical thinking skills. Ability to implement National Core Standards. Basic understanding of human resources and financial policies and practices.
<u>DUTIES</u>	:	Manage and co-ordinate the implementation of holistic, comprehensive, specialized nursing care in the Obstetrics & Gynaecology nursing component, in conjunction with team members, within a professional and legal framework. Ensure the maintenance of quality care standards in the Obstetrics & Gynaecology services. Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner. Ensure effective utilization of all infection control and prevention practises by all staff including support services and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, and protocols, operational and strategic plans aimed at improving service delivery. Facilitate and ensure implementation of Department priorities and National Core Standards. Monitor and evaluate the care and management of all patients and ensure keeping of accurate and complete patients records. Demonstrate a concern for patients, promoting and advocating proper treatment and care. Monitor and evaluate

staff performance through implementation of EPMDs. Coordinate clinical governance meetings relevant to the sub-component. Ability to present PIPP AND CHIPP programme. Monitor and evaluate maternity and perinatal statistics. Oversee all aspects related to mother and child (CTOP, Malnutrition, FP, BFHI, CARMMA and CRISIS). Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff, patients and multidisciplinary team. Exercise control over discipline grievance on all labour related issues. Develop/ establish and maintain contrive working relationship with nursing and other stakeholder. Maintain professional growth and development of self and subordinates. Maintain client satisfaction through monitoring and setting of service standards. Exercise control of discipline, grievance and labour related issues in terms of laid down procedures. Improve Quality Care through reduction of Public complaints and waiting times. Assist with coverage in the nursing component and deputise Nursing Manager where necessary.

**ENQUIRIES
APPLICATIONS**

: Ms. P.P.L Nkala Tel No: (033) 4139 400
: Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250

**FOR ATTENTION
NOTE**

: Mr. P Shange
: Advertisements and accompanying notes must clearly capture the requirements for certification to reflect that applicants must submit copies of qualifications, Identity document and drivers licence (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from the HR of the department regarding the requirements for certified documents will be limited candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. HR endorsed certificate of service/work experience (c) Curriculum Vitae with full record of service certified copy of Identity Document not more than three months. Failure to comply with the above instructions will disqualify applicants. The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (GTN 17/2021). Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications. Please note that those candidates will not be reimbursed for S&T claims for attending interviews. It is the applicant's responsibility to have qualification, which is a requirement of the post, evaluated by the South African Qualifications authority (SAQA) and to provide proof of such evaluation on the application. Failure to comply will result in the application not being considered. Persons with disabilities should feel free to apply for the post

CLOSING DATE

: 10 September 2021

POST 30/261

: **ASSISTANT MANAGER NURSING (MATERNITY) REF NO: GTN 17/2021 (X1 POST)**

SALARY

: R614 991 per annum, (Other benefits: Medical Aid optional) In-hospital allowance, 13th cheque, home owners (Employee must meet prescribed requirements), an all-inclusive package & 12% Rural Allowance

**CENTRE
REQUIREMENTS**

: Greytown Hospital
: Senior Certificate (Grade 12). Diploma/Degree in General Nursing and Midwifery. Current SANC receipt 2021. Degree/Diploma in General Nursing plus Midwifery. Diploma in Advanced Midwifery (Specialty skills) and Neonatal Nursing Science. Minimum of 10 years' experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period mentioned above must be appropriate/recognizable experience after obtaining the 1 year diploma in specialty skills. At least 3 years Managerial experience. Diploma/Degree in Nursing Administration/Management. Computer Literacy. Driver's license. Proof of current and previous work experience endorsed and stamped by Human Resources Manager (must be attached). Knowledge, skills, Training and Competences required. Working knowledge of health policies and current public service and health related legislations. High level of interpersonal relationship skills. Presentation and

facilitation skills, assertiveness and diplomacy. High level of initiative and innovation. Ability to liaise with management. Good communication skills (written and verbal) and problem solving skills. Knowledge of EPMDS. Knowledge of National Core Standards.

DUTIES

: Ensure prescribed policies and procedures are adhered to. Effective management, utilization and supervision of all resources. Ensure customer care through Batho Pele Principles. Maintain professional growth and development of self and subordinates. Maintain client satisfaction through monitoring and setting of service standards. Exercise control of discipline, grievance and labour related issues in terms of laid down procedures. Implementation of EPMDS. Implement and monitoring of National Core Standards. Improve Quality Care through reduction of Public complaints and waiting times. Ensure perinatal meeting run efficiently and effectively. Ability to present PIPP AND CHIPP programme. Monitor and evaluate maternity and perinatal statistics. Oversee all aspects related to mother and child (CTOP, Malnutrition, FP, BFHI, CARMMA and CRISIS). Assist with coverage in the nursing component.

ENQUIRIES

: Ms. P.P.L Nkala Tel No: (033) 4139 400

APPLICATIONS

: Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250.

FOR ATTENTION

: Mr. P Shange

NOTE

: Advertisements and accompanying notes must clearly capture the requirements for certification to reflect that applicants must submit copies of qualifications, Identity document and drivers licence (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from the HR of the department regarding the requirements for certified documents will be limited candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. HR endorsed certificate of service/work experience (c) Curriculum Vitae with full record of service certified copy of Identity Document not more than three months. Failure to comply with the above instructions will disqualify applicants. 2. The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (GTN 17/2021). Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications. Please note that those candidates will not be reimbursed for S&T claims for attending interviews. It is the applicant's responsibility to have qualification, which is a requirement of the post, evaluated by the South African Qualifications authority (SAQA) and to provide proof of such evaluation on the application. Failure to comply will result in the application not being considered. Persons with disabilities should feel free to apply for the post

CLOSING DATE

: 10 September 2021

POST 30/262

: **OPERATIONAL MANAGER NURSING PRIMARY HEALTH CARE (AMAOTI CLINIC) REF NO: OM AMAO 01/2021**

SALARY

: Grade 1: R562 800 - R633 423 per annum, Other benefits: 13th cheque, Home owners allowance (employee must meet prescribed requirements, Medical Aid (Optional) and 8% rural allowance

CENTRE

: KZN Health Inanda Community Health Centre

REQUIREMENTS

: Senior certificate/ Grade12 Basic R425 qualification i.e. Diploma /Degree in General Nursing & Midwifery, Registration with South African Nursing Council as a Professional Nurse (PHC). One year post basic Diploma in PHC Care accredited with the South African Nursing Council. Experience: minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council, in General Nursing. At least 5 years of the period above must be recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Certificate of service from previous employers is compulsory, which must be endorsed and signed by Human Resource Management. Knowledge, Skills, Attributes and Abilities: Financial management, leadership, Organizational,

decision making and problem solving skills. Knowledge of public service policies and other health related prescripts. Sound knowledge of code of conduct. Good interpersonal skills Human Resource Management and Labour relations Act. Knowledge of public service acts, regulations and policies. Knowledge and experience in implementation of Batho Pele principle's, patient's right charter and code of conduct. Knowledge of SANC rules and regulations.

DUTIES

: Demonstrate effective communication with patients, supervisor, other health professionals and junior colleagues, including more complex report writing when required. Ensuring provision of comprehensive PHC service according to DHS package. Supervision of all programmes using the standardized prescribed audit tools and ensures QIP's are developed and monitored. Ensure implementation of operational imperatives set by the District as per health policies and programmes. Ensure appropriate implementation of Batho Pele principles and proper complaint's management. Demonstrate a basic understanding of HR and financial policies and practices. Maintain inter-sectoral collaboration with other government structures through operation Sukuma Sakhe activities. Ensure that quality standards are implemented (norms and standards and ideal clinic realization). Work as part of multidisciplinary team to ensure good nursing standard. Demonstrate effective communication with patients, community and multidisciplinary team. Provide direct and indirect supervision of all staff within the institution. Participate in mortality and morbidity committee and ensure improvement in patient care. Ensure implementation of ethical and professional standards.

ENQUIRIES APPLICATIONS

: Mr. CM Ngubane (Assistant Nursing Manager) Tel No 031-519 0455
: Application to be forwarded to: The Human Resource Manager, Inanda Community Health Centre. Or posted to: Human Resource Manager, Private Bag x04, Phoenix, 4080.

NOTE

: Direction to candidate: The following documents must be submitted, Application for employment form (New Z83), which is obtainable at any Government Department or from website – www.kznhealth.gov.za. Due to the National lockdown implementation application are required to submit their application copies of Highest educational qualification, ID document, driver's license (where applicable) and any other relevant qualifications without being certified. In addition all shortlisted candidates will be requested to bring originals. Faxed will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. INA CPC01/2021. Failure to comply with the above instruction will disqualify applicants. Please note that due to the number anticipated, applications will not be acknowledged. If you are not contacted three months after the closing date please regard your application as being unsuccessful. The appointment are subject to a positive outcome obtained from the State Security Agency (SSA) to the following check (criminal clearance, credit records and citizenship), verification of Educational Qualification by SAQA, verification of previous experience from Employers and verification from Company Intellectual Property Commission (CIPC). Non- RSA Citizens/ Permanent Residents/Work permit holders must submit documentary proof together with their applications. NB: African Male are encouraged to apply. Application must be submitted on or before

CLOSING DATE

: 17 September 2021

POST 30/263

: **ASSISTANT MANAGER NURSING (NIGHT DUTY) REF NO: UNTU10/2021 (X1 POST)**
Component: Nursing

SALARY

: R562 800 - R652 437.per annum. Other benefits: 13th cheque, Medical Aid (optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance: 08 % of basic salary

CENTRE REQUIREMENTS

: Untunjambili
: Degree/Diploma in General Nursing and Midwife or equivalent. Metric (Grade 12) Certificate. Proof of current registration with SANC as a General Nurse and Midwife. A minimum of eight (8) years appropriate/ recognizable experience in Nursing after registration as a General Nurse and Midwife in the Hospital environment. At least three (3) years of the period referred above must be appropriate/ recognizable experience at management level. SANC Receipt 2021 Certificate of service from current/previous employer stamped by HR must be attached. Nursing Administration degree/diploma. Drivers licence. Computer literacy. Experience in medical & surgical ward. Knowledge and

experience of Public Service Policies, Acts and Regulations. Knowledge of SANC rules and regulations. Sound working knowledge of Nursing Management. Knowledge of code of conduct and Labour relations. Knowledge of Human Resource management policies and practice including recruitment. Conditions of services, performance management training and development and labour. Relations including disciplinary, grievance and abscondments processes/procedures. Computer literacy and information management. Ability to function well within the team. Organizational and supervision skills. Knowledge of Batho Pele and patient Right. Excellent human relations, communication skills (written and verbal) leadership. Interpersonal problem solving and team building skills. Ability to develop policies. Sound negotiation, planning, organizing, decision making and conflict management skills Basic financial management skills.

DUTIES

: Ensure the provision of the highest possible nursing care through adequate supervision in the medical ward and surgical ward. Ensure the efficient and effective control of surgical sundries, pharmaceuticals equipment and miscellaneous stores. Ensure that all nursing staff is aware and adhere to the relevant Act/prescript. Applicable within the nursing environment and that staff welfare is maintained. Participate in analysis, formulation and implementation of nursing policies and procedures. Ensure that nursing standards, Ethics and practice is observed as stipulated by the South African Nursing Council. Facilitate and ensure that internal and external disaster management policies and procedures are adhere to. Support and educate staff to assess the quality and effectiveness of nursing service and development plans for continuous improvement. Monitor the work environment to ascertain whether conditions and practices are conducive to qualify patient care and where this is not being active to institute corrective action. To deploy all nursing resources, within areas of control, to the best effect to ensure the higher standard of nursing care. Conduct performance appraisal on nursing and support staff and institute necessary developmental intervention. Ensure that policies and practices governing condition of service nursing staff. Including leave are adhere to. Ensure that all Financial Management and Human Resource Management policies, processes and practices are adhere to. Promote positive team with other stakeholders and engage in the problem solving and conflict management for quality service delivery. Deal with grievance and labour relations issues in terms of the laid policies/ procedures i.e. manage workplace discipline. Knowledge of data management.

ENQUIRIES APPLICATIONS

: Mr K. R. Mthimkhulu Tel No: 033-444 1707 EXT 8134
: should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268

NOTE

: 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 which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (Only shortlisted candidates will submit 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

: 17 September 2021

<u>POST 30/264</u>	:	<u>OPERATIONAL MANAGER PHC SPECIALTY REF NO: SAHSANT 07/2021 (X1 POST)</u>
<u>SALARY</u>	:	R562 800 per annum. Other Benefits: 13 th cheque, 12 % rural allowance, home owners allowance (employee must meet prescribed requirements)
<u>CENTRE</u>	:	ST Andrews Hospital – Santombe Clinic
<u>REQUIREMENTS</u>	:	Diploma / Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Primary Health Care as per R212 SANC Regulations. Current registration with SANC as a General Nurse, Midwife and Primary Health Care Nurse. A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. A valid driver's license. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counseling skills, Financial and budgetary knowledge pertaining to the relevant resources under management ,Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs
<u>DUTIES</u>	:	To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development. Coordinate optimal, holistic, specialized nursing care with set standards and within a professional / legal framework. Implementation and management of Infection Control and Prevention Protocols. Maintain accurate and complete patient records according to legal requirements. To participate in quality improvement programs and Clinical Audits. Participate in staff, student and patient training. Monitor the implementation of EPMDS. Exercise control over discipline, grievance and labour relation issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients' Rights Principles. Implementation of programs for prevention. Detection and treatment on non-communicable diseases and illnesses. Develop policies and protocols to improve triaging and resuscitation techniques. Monitor and improve emergency services rendered in the department
<u>ENQUIRIES</u>	:	Mrs VV Ncume Tel No: 039 433 1955 EXT 259
<u>APPLICATIONS</u>	:	Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680. Or Hand Delivery: 14 Moodie Street, Harding 4680.
<u>FOR ATTENTION</u>	:	Human Resource Manager
<u>NOTE</u>	:	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, copy of Identity Document and Driver's Licence. Such copies need not be certified (certified documents will be limited to shortlisted candidates). 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 10 September 2021
<u>CLOSING DATE</u>	:	
<u>POST 30/265</u>	:	<u>OPERATIONAL MANAGER: NURSING – SPECIALTY NURSING STREAM</u> <u>REF NO: OPMAN (SPEC NURS) NUCLEAR MED ONCO/1/2021</u> Department: Oncology outpatient area
<u>SALARY</u>	:	R562 800 per annum, plus 13 th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional
<u>CENTRE</u>	:	Inkosi Albert Luthuli Central Hospital
<u>REQUIREMENTS</u>	:	Degree/Diploma in General Nursing (R425 qualification or equivalent) plus One (1) year post basic qualification (R212) as required above i.e. Oncology Nursing. Current registration with SANC. A minimum of 9 years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General nursing is required. At least 5 years of this period must be appropriate/recognizable experience in Oncology after obtaining the 1-year post- basic qualification in the Oncology Nursing specialty. Knowledge, Skills, Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate an in depth knowledge about the area of specialty and all modalities of oncology and palliative nursing care. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations; displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs and expectations. Demonstrate ability to provide support and guidance within the unit. Basic understanding of HR and Financial policies and practices. Demonstrate working knowledge of the hospital information system to enhance quality in the service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organize own work, time and that of support personnel to ensure proper nursing care in the unit. Demonstrate high aptitude in working in stressful environment.
<u>DUTIES</u>	:	Work as part of a multi-disciplinary team to ensure good nursing care. Provide guidance and support in management of Oncology patients. Co-ordination of outpatient oncology services to achieve best patient outcomes. Ensure that all programs related oncology and palliative care are implemented. Ensure cost - effective, equitable and efficient high quality patient care. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the legislative framework and National Core Standards. Ensures compliance with ideal hospitals outputs and Office of Health Standard Compliance. Perform duties within the ambits of legal framework as required by the profession. Ensure compliance to professional and ethical practice. Work effectively and amicably at supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Perform duties as delegated by the supervisor and relief duties of the Assistant Manager-Nursing's office as requested.
<u>ENQUIRIES</u>	:	Miss NO Mkhize Tel No: (031) 240 1063
<u>APPLICATIONS</u>	:	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.
<u>NOTE</u>	:	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 . Copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply 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 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 aCIPC (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.

<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/266</u>	:	<u>OPERATIOAL MANAGER NURSING GR 1 (MATERNITY SPEC) REF NO: CJMH 02/2021</u> Component: Nursing
<u>SALARY</u>	:	R562 800 per annum. Other Benefits : 13 th cheque, medical-aid (optional) 12% Rural Allowance Homeowners allowance (employee must meet the requirements.
<u>CENTRE REQUIREMENTS</u>	:	Charles Johnson Memorial Hospital Diploma / B degree in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwifery. Registration certificate with the SANC as a Professional Nurse, Midwifery and Neonatal Nursing Science. A minimum of ten (10) years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate / recognizable experience in the specific speciality after obtaining the one (1) year post-basic qualification in the relevant speciality. Proof of current registration with SANC (2021 Receipt). Proof of current / previous work experience endorsed and stamped by the employer must be attached. Registration certificate with SANC in Nursing Administration. Proof of computer literacy Knowledge, Skills, Training and Competence Required: Demonstrate in-depth understanding of nursing legislation legal and ethical nursing practices. Ability to develop patient related policies. Promote quality nursing care as directed by professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and practices. Strong interpersonal communication and presentation skills. Knowledge of IPC Guidelines and Policies. Basic computer literacy. Knowledge of minimum Standards, National Core Standards, Provincial Quality initiatives (Human Rights, Batho Pele Principles, Patients' Rights Charter, Ideal Clinic, Ideal Hospital Realization Model and NHI. Knowledge of EPMDS, grievance and disciplinary procedures.
<u>DUTIES</u>	:	Be in charge of Maternity and Neonatal wards. Develop and implement Quality assurance policies, standards and plans for maternal and child health care. Implement maternal, neonate and child health care programmes. Participate in perinatal mortality meeting and develop quality improvement projects. Support mother baby friendly initiatives. Ensure improvements of health systems for mothers and babies. Develop and implement strategies for infection prevention for the ward. Implement standards, practices and indicators for maternal neonatal child health care and CARMA. Exercise control of discipline, grievance and other labour related issues in terms of laid down procedures. Ensure implementation of National Core Standards, training of staff on ESMOE, monitoring of performance and staff development. Manage effective utilization of resources within the ward. Manage data in the unit and ensure submission to facility information office. Establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promote effective and efficient health care. Conduct ward meeting / workshops and attend District and Provincial meetings / workshops.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. P. N. Kunene Tel No: (034) 271 6406
	:	All application should be forwarded to: Human Resource Office: 92 Hlubi Street C. J. M. Hospital Nqutu: Private Bag X5503, Nqutu, 3135
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager
	:	Applications should be submitted on form Z83 from any Public Service Department Human Resource Department OR from the website www.kznhealth.gov.za . Copies of ID, Matric, highest educational qualifications and SANC registration –. Current registration with SANC 2020. Updated Curriculum Vitae. Copy of certificates and service endorsed by Human Resource. The reference number must be indicated in the column provided on form Z83 e.g. CJM 04/2019. Faxed documents will not be accepted. NB Failure to comply with the above instructions with the above instructions will results in

disqualification. Please note that if you are not contacted within three months of the closing date, your application is unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course. Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPS (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews. All candidates who had applied for this advertised post should re-apply.

<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/267</u>	:	<u>OPERATIONAL MANAGER (X2 POSTS)</u>
<u>SALARY</u>	:	R562 800 – R633 432 per annum. Other Benefits: 13th Cheque, Medical Aid (optional), home owners allowance (employees must meet prescribed requirements)
<u>CENTRE</u>	:	Northdale Clinic Ref No: EB11/2021 (X1 Post) Scottsville Clinic Ref No: EB12/2021 (X1 Post)
<u>REQUIREMENTS</u>	:	National senior certificate / Grade 12 or equivalent Basic R425 qualification (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse, Current (2021 SANC receipt) registration with the SANC, A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing, and Midwifery, 1 Year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), A minimum of 5 years appropriate / recognizable experience in the PHC setting after attaining diploma in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Certificate of service from previous employers is compulsory, Please include verification of employment from current employer which must be endorsed and signed by Human Resource, Applications in possession of a foreign qualification must attach the evaluation certificate from SAQA to their application, Computer literacy with a proficiency in MS Office software applications, Unendorsed driver's licence Knowledge, Skills, Trainings And Competencies Required For The Post: In depth knowledge of Nursing Legislation, related legal, ethical practice and Legislative framework in the public service, Sound knowledge of Office of Health Standard Compliance and Ideal Clinic, Realization Appropriate understanding of Nursing Scope of Practice and Nursing standards as determined by Primary Health Care Reengineering, Ability to work as part of the multidisciplinary team at all levels, Display a concern for clients by promoting implementation of Quality care by all staff, Provide direct and indirect supervision of all staff in the facility, Display leadership, organizational, decision making, problem solving and good interpersonal skills, Display the human recourse management and conflict management skills, Be willing to work after hours, weekends and public holidays
<u>DUTIES</u>	:	Provide quality comprehensive Community Health Care package including Preventive, Promotive and Rehabilitation, Facilitate Implementation of Quality Improvement Programmes to comply with NHI, Ideal Clinic and Office of Health Standard Compliance, Ensure adequate control and allocation of Human and material resources including state vehicles, Supervise and monitor staff performance according to EPMDS, Facilitate and ensure proper clinical governance, Facilitate implementation of all PHC Reengineering requirements, Exercise control of discipline, professionalism and ethics, Ensure effective utilization and monitoring of all resources in line with cost containment plan for the facility, Facilitate provision of clinical services, educational services and be involved in medical research, To assist in Departmental projects, Evaluate and monitor compliance with clinical protocols , norms and standards within the clinic, Analyse and interpret statistics including PHC and Programme indicators, Work outside normal working hours and weekends according to service delivery needs.
<u>ENQUIRIES</u>	:	Mrs NC Mkhabela Tel No: 033 264 4900
<u>APPLICATIONS</u>	:	To be submitted, East Boom CHC Private Bag X4018, Willowton, Pietermaritzburg 3201 or hand delivered to 541 Boom Street, Pietermaritzburg 3201
<u>FOR ATTENTION</u>	:	Human Resource Practices
<u>NOTE</u>	:	Target Group for this post is an African Male
<u>CLOSING DATE</u>	:	10 September 2021

<u>POST 30/268</u>	:	<u>PROFESSIONAL NURSE-SPECIALTY (ADM): GRADE 1 & 2 REF NO: STC 06/2021 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R383 226 per annum Grade 2: R471 333 per annum Other Benefits 13 th Cheque, housing allowance (employee must meet prescribed conditions) Medical Aid (optional) and 8% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	St Chads CHC
	:	Senior certificate or Grade 12.Degree/Diploma in General Nursing and Midwifery. One (1) year Post basic qualification in Advanced Midwifery and Neonatal Nursing Science .Registration with SANC as the General Nurse .Certificate of service endorsed by Human Resource Department. Experience: Grade1: A minimum of 4 years appropriate/recognisable experience in nursing after Registration as a Professional Nurse. At least one year Post Basic Nursing qualification in Advanced Midwifery and Neonatal Nursing Science. Current SANC receipt for 2021.Experience: Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General nursing. At least 10 years must be appropriate/recognisable experience after obtaining the one year Post Basic qualification in Advanced Midwifery and Neonatal Nursing Science. Current SANC receipt for 2021 Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures, and other legal framework Good verbal and written communication and report writing skills. Decision making and problem solving skills. Conflict management and negotiation skills.
<u>DUTIES</u>	:	Execute duties and functions with proficiency within prescripts and applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. To provide nursing care that leads to improved service delivery by upholding Batho Pele principles and Patients' Rights. Render antenatal, labour and postnatal care. Ensure and advocate for the provision and supervision of patient's needs. Improve perinatal mortality and morbidity through implementation of priority programme. EMTCT, CARMMA, MBFI, ESMOE, BANC Provide and manage all resources within the unit, cost effectively and ensure optimum service delivery. Conduct audit and implement quality improvement programme. Participate in the analysis, formulation and monitoring of objectives, policies and procedures including quality improvements programmes. Provide quality nursing care for patients with obstetric emergencies. Ensure the provision of a safe and therapeutic environment for patients, staff and public through implementation of Infection Control and Prevention and control standards, Occupational Health and Safety Act and prevention of medico/legal risks. Create and maintain complete and accurate patient records and registers. Ensure the provision of accurate statistical information and implement PPP programme. Assist in the implementation of National Core Standards and Ideal Clinic Realization. Provide adequate health education, awareness and be involved in campaigns. Promote women's and child health. Advocate for the Nursing Profession by promoting Nursing ethics and professionalism. Ensure improvement of MCHW Indicators to reach targets. Hours Of Duty: 40 hours per week. Shift work (day and night duty). Shift work may include straight shift and flexi hours and may include re-adjustments as required to provide adequate nursing coverage.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs BA MbathaTel No: 036 6379600
	:	All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag X 9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381
<u>FOR ATTENTION NOTE</u>	:	Mr S.D.Mdletshe
	:	Applications must be submitted on the prescribed Amended Z83, Application for Employment Form effective 01/01/2021 which is obtainable at any Government OR from website www.kznhealth.gov.za which must be signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, applicants must submit copies of qualifications, Identity document and drivers licence (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from the HR of the department regarding the requirements for the documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Copies

of Registration with relevant council must be attached. The reference number must be indicated in the column provided on the form Z83 (Part A). Persons with disabilities should feel free to apply for the post. Failure to comply with the above instructions will disqualify applications. Please note that due to a large of applications received, applications will not be acknowledged. However, every successful applicant will be advised of the outcome of the application in due course. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (security clearance(vetting), credit records, citizenship) qualifications of Educational Qualification by SAQA, verification of previous experience from Employers and Verification form Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate form the South African Qualification Authority (SAQA) to their application. Non-RSA Citizens/ Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised are free to apply. Please note that no S&T will be considered for payment to candidates that are invited for interview.

<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/269</u>	:	<u>CLINICAL NURSE PRACTITIONER REF NO: UNTU 11/2021</u>
<u>SALARY</u>	:	Grade 1: R383 226 per annum Grade 2 R471 333 per annum Other Benefits: 13 th Cheque, Home Owner's Allowance (Employee must meet prescribed) requirements), Medical Aid (Optional) and 8% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Untunjambili Hospital (Amandlalathi Clinic)
	:	Senior Certificate. Degree/Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse. Previous & Current work experience/Certificate of Service endorsed by your Human Resource Department (To be attached to application). Proof of Current Registration with South African Nursing Council as a General Nurse, Midwife and Primary Health Care Nurse (SANC Receipt 2021). Certificate (s) of Service from Previous & Current Employers stamped by Human Resource. Computer Literacy: MS Software. Grade 1 Grade 12 or Senior Certificate. A minimum of 4 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. One year Post Basic Qualification in Primary Health Care. Proof of Current Registration (2021) with SANC. Grade 2 Grade 12 or Senior Certificate. A Minimum of 14 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing of which at least 10 years must be appropriate/ Recognizable experience after obtaining the one year post basic qualification in primary Health Care. One Year Post Basic Qualification in Primary Health Care. Proof of Current Registration (2021) with SANC. Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing Principles. Good interpersonal relationship skills and good listening skills Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies.
<u>DUTIES</u>	:	Conduct clinical training for staff member to rectify deviation from minimum standards as well as introducing the latest developments in health care service delivery. Conduct training of Home Based Care: DOTS and other community representatives and volunteers with the district. Develop & ensure implementation of nursing care plans. Assist Operational Managers to train community members at outreach rallies to further the health practices to the community at large. Adapt and modify training material to keep it current and maintain interest in the health care message being delivered thereby ensuring buy the audience. Assist with monitoring and evaluation activities and conduct research in conjunction with specialists to maintain training standards and remain current with international practices. Participate in clinical records audits. Utilize human, material and pharmaceutical resources effectively & efficiently. Monitor client satisfaction by communicating with patients and relatives. Assist with the overall management & necessary support for the effective function of

the unit. Provide safe & therapeutic environment as laid down by the Nursing Act, Occupational Health & Safety Act & all other applicable prescripts
Motivating staff regarding development in order to increase level of expertise and assist patients & families to develop a sense of self care. Provide administrative services such as providing accurate statistics for evaluation & future planning, identifying needs for financial planning & direct control of expenditure as an integral part of planning & organization. Demonstrate effective communication with patients, supervisors & other clinicians. Display a concern for patients, need & expectations according to Batho Pele Principles. Deputize the Operational Manager.

ENQUIRIES
APPLICATIONS

NOTE

: Mrs NP Ngubane Tel No: 033-444 1707
: should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268
: 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 which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (Only shortlisted candidates will submit 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

: 17 September 2021

POST 30/270

: **CLINICAL NURSE PRACTITIONER (GATWAY CLINIC) REF NO: UNTU 08/2021**

SALARY

: Grade 1: R383 226 - R444 276 per annum
Grade 2: R471 333 - R579 696 per annum
Other Benefits: Medical Aid (optional). 13th Cheque, Housing: Allowance (employee must meet the prescribed requirements) plus 08% rural allowance

CENTRE
REQUIREMENTS

: Untunjambili District Hospital: Kranskop Area
: Senior certificate STD 10/ (Grade 12), Basic R425 Diploma / Degree in General Nursing and Midwifery. A post basic qualification in Clinical Science, Health Assessment, Treatment and Care (PHC). Registration with SANC as a General Nurse, Midwife and Primary Health Care. A minimum of four years appropriate/recognisable experience as a General Nurse. **Grade 1.** A Certificate of service (work experience) which obtainable from Human Resource Department. **Grade 2** Matric (National Senior Certificate. Degree/Diploma in Nursing Science and Midwifery Plus one year post basic qualification Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) Plus; a minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years must be appropriate/recognisable PHC experience after obtaining a one year basic qualification in Primary Health Care. Knowledge in nursing care process and procedures, nursing statutes and other relevant legal frameworks. i.e. Nursing Act, Health Act, Occupational Health & Safety Act, Patients' Rights Charter & Batho Pele Principles. Leadership, Organizational, decision making and problem solving abilities within limit of the public sector & institutional framework. Interpersonal skills including public relations, negotiating conflict handling and counselling skills Act, Public Service Act, Regulations & Labour

<u>DUTIES</u>	:	Relations Act. Good communication, report writing, facilitation, co-ordination & leadership skills as well as computer skills.
	:	Provide quality comprehensive Primary Health care by promoting preventive, curative and rehabilitative services for the clients and community. Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise & assist patients and families to develop a sense of self care. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according Batho Pele Principles. Facilitate implementation of Ideal Clinic concept. Implement NCS within the facility. Conduct facility status determination. Update Ideal website to maintain status achieved. Capture complaints, PSI and waiting times on the website. Implement IPC within the facility. Deputize Operational Manager and take over his/her duties when not on duty.
<u>ENQUIRIES</u>	:	Mrs NP Ngubane Tel No: 033-444 1707
<u>APPLICATIONS</u>	:	should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268
<u>NOTE</u>	:	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 which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (Only shortlisted candidates will submit 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.
<u>CLOSING DATE</u>	:	17 September 2021
<u>POST 30/271</u>	:	<u>PROFESSIONAL NURSE GRADE 1 OR GRADE 2 (MATERNITY WARD)</u> <u>REF NO: UNTU05/2021 (X1 POST)</u> Component: Maternity Ward
<u>SALARY</u>	:	Grade 1: R383 226 - R444 276 per annum Grade 2: R471 333 - R579 696 per annum Other benefits: 13th Cheque / Service Bonus, Medical Aid Optional, Home Owners, Housing, Allowances and 8% rural allowance
<u>CENTRE</u>	:	Untunjambili Hospital
<u>REQUIREMENTS</u>	:	Standard Ten (10)/Grade 12 Certificate. Degree /National Diploma in nursing that allow registration with SANC as a Professional Nurse and Midwifery. Post Basic nursing qualification with duration at least one (1) year accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. Minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council in General Nursing Proof of current registration with SANC. Certificate of service signed by Human Resource Manager must be attached. Leadership, organizational, decision making, supervisory and problem solving abilities within the limit of the Public Sector and Institutional policy framework Knowledge on nursing care

processes and procedures, nursing statutes and other relevant legal framework Ability to formulate patients care related policies, vision, mission and objective of the Component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching, Conflict handling and Counselling Skills. Financial and budgetary knowledge pertaining relevant resources under management Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Willingness to work shifts, day/night duty, weekends and public holidays. Competencies (Knowledge/skills): Good communication and interpersonal skills. Planning and organisational skills.

DUTIES

: Effective management of patients, display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations. Provision of quality services through setting of standards, policies and procedures. Participate in the implementation of National Priorities clinical guidelines, protocols. Maintain accurate and complete patient records according to legal requirements. Exercise control over discipline, grievance and labour relations issues. Promote good working relationships amongst staff and patients. Assist in supervision and development of all nursing staff. Reduction of maternal and child mortality and morbidity rate. Ensure effective participation in all hospital programs e.g. IPC, Quality Assurance, etc. Provide a Safe, therapeutic and hygienic environment for patients, visitors and staff. Be able to manage mothers and ventilated babies and report when necessary. Initiate and lead all obstetric programs i.e. PPP, PMTCT, CARMA MBFHI, ESMOE, etc. Provide optimal, holistic specialised nursing care within set standards and professional/legal framework. Manage Human and Financial resources. Participate in training, research and implementation of the department's values. Participate in the collection and management of data. Promote quality nursing care. Implement infection control and health and safety legislations.

ENQUIRIES APPLICATIONS

: Mr K. R. Mthimkhulu Tel No: 033-444 1707 EXT 8134
: should be directed to: Human Resource Manager Untunjambili District Hospital, Private Bag X 216, Kranskop, 3268

NOTE

: 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 which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence (Only shortlisted candidates will submit 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

: 17 September 2021

POST 30/272

: **PROFESSIONAL NURSE SPECIALTY: CHILD NURSING SCIENCE REF NO: SAH 12/2021 (x2 POSTS)**

SALARY

: Grade 1: R383 226 per annum
Grade 2: R471 333 per annum
Other Benefits: 13th Cheque, 12% Rural Allowance, Home Owners Allowance (Employee Must Meet Prescribed Requirements), Medical Aid (Optional)

<u>CENTRE REQUIREMENTS</u>	:	ST Andrews Hospital: Child Nursing Science
	:	Grade 1: Diploma/ Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Child Nursing Science. A minimum of 4 years appropriate recognizable experience in nursing after registration with SANC in general nursing and midwifery. Current registration with SANC as a General Nurse and Child Nursing Science. Grade 2: Diploma/ Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Child Nursing Science. A minimum of 14 years appropriate recognizable experience in nursing after registration with SANC in general nursing and midwifery. At least 10 years of the period mentioned above must be recognizable experience in the specific specialty, after obtaining the one year post basic qualification in Child Nursing Science. Current registration with SANC as a General Nurse, Midwifery and registration in operating theatre. Skills: Knowledge of nursing care and processes and procedures. Knowledge of Public service regulations. Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness. Knowledge of SANC rules and regulations. Knowledge of Batho Pele Principles and patients' rights charter.
<u>DUTIES</u>	:	Must be able to handle obstetric and emergencies and high risk conditions. To execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. To participate in quality improvement programmes and clinical audits. Uphold Batho Pele and patients rights principles. Provide a safe, therapeutic environment as laid down by the Nursing act. Maintain accurate and complete patient records according to legal requirements Exercise control over discipline, grievance and labour relations issues. Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols. Assist with performance reviews i.e. EPMDs as well as student progress reports. Maintain a plan to improve the quality of Nursing and health care in operating theatre. Formulation of theatre policies to ensure good practice. Ensuring the availability of the necessary basic equipment.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs MR Singh Tel No: 039 433 1955 EXT 211
	:	Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680. Or Hand Delivery: 14 Moodie Street, Harding 4680.
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager
	:	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, copy of Identity Document and Driver's Licence. Such copies need not be certified (certified documents will be limited to shortlisted candidates). 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.
<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/273</u>	:	<u>ASSISTANT DIRECTOR: HUMAN RESOURCE PRACTICES REF NO: ADD/HR1/2021</u>
<u>SALARY</u>	:	R376 596 per annum (Level 09), Plus 13th Cheque, Medical Aid: Optional, Housing Allowance (Employee must meet minimum requirements)
<u>CENTRE</u>	:	Addington Hospital: KwaZulu-Natal

<u>REQUIREMENTS</u>	:	Grade 12 / Matric, Degree/National Diploma in Human Resource Management or Public Management. A minimum of Three (3) year's supervisory experience in Human Resource Management environment. A Valid driver's license, Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of Service must be attached).In-service applicants are required to obtain the proof of SAQA verification from their Human Resource department. Recommendation: Computer Literacy in MS Word, MS Excel and PowerPoint will be an advantage. Knowledge, Skills Training and Competencies Required: Decision making skills, problem solving skills, leadership skills, human resource management .Possess knowledge and understanding of the operational Human Resource Management Framework. Possess knowledge of the legislative and policy imperatives informing the area of operation. Have the ability to analyse complex information in relation to Employment Practices and to utilize the information to identify trends, progress, potential problems and mitigate risks thereto. Have the ability to prioritise issues and other work related matters and to comply with time frames set. Have the ability to maintain a highly professional service through a human right approach. Have computer literacy skills and the ability to work with MS Word, PowerPoint and Excel Software Applications. Have excellent communication skills (both written and verbal).
<u>DUTIES</u>	:	Ensure the proper procedures are adhered to with regard to Employment Practices. Foster and create an environment in which Employment Practices function is professionalized. Ensure adherence to the Department's Human Resource Management Policy Framework. Provide advice on Employment Practices to employees at the hospital. Provide input in the development of flexible and innovative policies and standard operating procedures. Ensure effective, efficient and economical utilization of resource allocated to the Section.
<u>ENQUIRIES</u>	:	Mrs N Mafunda Tel No: 031 327 2000
<u>APPLICATIONS</u>	:	All applications to be posted to: Recruitment, Human Resource Dept, Addington Hospital, P O Box 977 Durban, 4000 Or dropped off in the Application Box at Security, Staff Entrance, Prince Street, South Beach, Durban.
<u>FOR ATTENTION</u>	:	Mrs P Makhoba
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) from any Public Service: Department which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of certificates, Identity Document. All required documents attached need not be certified when applying for post, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. 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. 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. Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview.
<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/274</u>	:	<u>SAFETY OFFICER REF NO: ADD/SO1/2021</u>
<u>SALARY</u>	:	R316 791 per annum (Level 08), Plus 13th Cheque, Medical Aid: Optional, Housing Allowance (Employee must meet minimum requirements)
<u>CENTRE</u>	:	Addington Hospital: KwaZulu-Natal
<u>REQUIREMENTS</u>	:	Grade 12 / Matric. Appropriate Degree / National Diploma in Environmental Health or Degree /national diploma in Safety Management ,Minimum of Three (3) years' experience, Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of Service must be attached),Verification of qualification's by SAQA from current employer. Recommendation: Computer Literacy will be an advantage (certificate must be

	attached), A valid driver's license. Knowledge, Skills Training and Competencies Required: Legislation pertaining to Occupational Health and Safety. Identification, control, elimination and monitoring of hazards. Health education and administration of the service. Computer literacy Accident investigation Disaster management.
<u>DUTIES</u>	: Identification of potential situations that could lead to injury/disability/death of staff member/ visitors. Property damage or loss, internal disasters, medico-legal claim and reporting thereof to Management. o Ensuring that the delegated management and administrative functions are carried out timely and correctly in order for health and safety to function in the institution. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of health and safety training, orientation and induction programmes. Participate in safety audits for the institution in compliance with the Occupational Health and Safety act, 85 of 1993. Ensuring that the buildings, construction, plants, and machinery meet and maintain compliance certificates that are regulated by the Occupational Health and Safety Act, 85 of 1993 and its regulations Co-ordinate and ensure meetings of the Health & safety Committee in accordance with regulations. Complete and submit required statistics and reports to Management and District Office.
<u>ENQUIRIES</u>	: Mr C.H Myeza Tel No: 031 327 2000
<u>APPLICATIONS</u>	: All applications should be forwarded to: Attention: The Human Resource Department, Addington Hospital, P O Box 977, Durban, 4000 OR dropped off in the Application Box at Security, Staff Entrance, Prince Street, South Beach, Durban
<u>NOTE</u>	: Applications must be submitted on the prescribed Application for Employment form (Z83) from any Public Service: Department which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of certificates, Identity Document. All required documents attached need not be certified when applying for post, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. 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. 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. Please note that due to the large financial constraints no S &T and settlement claims will be considered for payment to candidates that are invited for the interview.
<u>CLOSING DATE</u>	: 10 September 2021
<u>POST 30/275</u>	: <u>PROFESSIONAL NURSE (SPECIALTY) (EMERGENCY AND TRAUMA)</u> <u>REF NO: MAD 01/ 2021 (X3 POSTS)</u>
<u>SALARY</u>	: Grade 1: R383 226 – R444 276 per annum Grade 2: R471 333 – R579 696 per annum Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<u>CENTRE</u>	: Madadeni Provincial Hospital
<u>REQUIREMENTS</u>	: Professional Nurse (Speciality) (Emergency and Trauma) (Grade 1) Basic R425 Degree/ Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a professional nurse. A post basic nursing qualification in Trauma/Critical Care Nursing Science / Orthopaedic Nursing Science of at least One (1) year, accredited with the SANC. Registration with SANC as a Professional Nurse. Proof of current year registration/ receipt with SANC (2021). A minimum of 4 years appropriate/ recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Professional Nurse (Speciality) (Emergency and Trauma) (Grade 2) Basic R425 Degree/ Diploma in Nursing or equivalent qualification that allows registration with the SANC as a professional nurse. A post basic nursing qualification in Trauma / Critical

		Care Nursing Science/ Orthopaedic Nursing Science of at least One (1) year, accredited with the SANC. Registration with SANC as a Professional Nurse. Proof of Current registration with SANC (2021). A minimum of 14 years appropriate/ recognizable nursing experience in nursing after registration as a professional nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the one (1) year post basic qualification in Trauma Critical Care Nursing Science / Orthopaedic Nursing Science. Certificate of Service from previous and current employer endorsed and stamped by HR must be attached. Knowledge, Skills, Training And Competencies Required: - Knowledge of nursing care processes, procedures, nursing statuses, and other relevant legal frameworks, such as Nursing Act, Health Act, Patient Right Charter, Batho Pele Principles, Public service regulations, Disciplinary Code and Procedures in the Public service. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector, interpersonal, including basic computer skills. Personal attributes responsiveness, professionalism, supportive, assertive and must be a team player.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional / legal framework. Effective utilization of resources. Provision of comprehensive quality nursing care. Maintain professional growth / ethical standards and self- developments. To implement norms and standards and improve quality of care. To be able to manage risks in trauma unit. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs and requirements.
<u>ENQUIRIES</u>	:	Mr. R.S.M Ngcobo Tel No: 034 328 8137
<u>APPLICATIONS</u>	:	All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag x6642, Newcastle, 2940
<u>FOR ATTENTION</u>	:	The Recruitment Officer
<u>NOTE</u>	:	EE: Target (African Male)
<u>CLOSING DATE</u>	:	10 September 2021
<u>POST 30/276</u>	:	<u>PROFESSIONAL NURSE GENERAL STREAM REF NO: SAHELIM 08/2021 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R256 905 per annum Grade 2: R315 963 per annum Grade 3 R383 226 per annum Other Benefits: 13 th Cheque, 12% Rural Allowance, Home Owners Allowance (Employee Must Meet Prescribed Requirements), Medical Aid (Optional)
<u>CENTRE</u>	:	ST Andrews Hospital – Elim Clinic
<u>REQUIREMENTS</u>	:	Grade 1: Senior Certificate. Diploma/ Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwifery. Grade 2: Senior Certificate. Diploma/ Degree in General Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery. A minimum of 10 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Grade 3: Senior Certificate. Diploma/ Degree in General Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery. A minimum of 20 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Skills: Knowledge of nursing care and processes and procedures. Basic knowledge of Public service regulations. Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness.
<u>DUTIES</u>	:	Provide directions and supervision for the implementation of the nursing plan (clinical practice/quality patient care. Administer treatment plan of common or minor primary health conditions presented at primary care facilities in accordance with prescribed norms and standards, guidelines and treat conditions of patients as prescribed. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation

of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports and intervention, keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources.

**ENQUIRIES
APPLICATIONS**

: Mrs VV Ncume Tel No: 039 433 1955 EXT 259
: Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680. Or Hand Delivery: 14 Moodie Street, Harding 4680.

**FOR ATTENTION
NOTE**

: Human Resource Manager
: 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, copy of Identity Document and Driver's Licence. Such copies need not be certified (certified documents will be limited to shortlisted candidates). 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

CLOSING DATE

: 10 September 2021