

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

<u>POST 12/92</u>	:	<u>HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 07/2020</u> Internal Medicine Unit
<u>SALARY</u>	:	Grade 1: R1 728 807 - R1 834 890 per annum Grade 2: R1 890 363 – R2 066 988.per annum (All inclusive salary packages per annum) (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plu 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.
<u>CENTRE REQUIREMENTS</u>	:	Ngwelezana Tertiary Hospital Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine Unit, Appropriate Tertiary qualification in the Health Science (MBChB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Internal Medicine Unit, A minimum of 3 years' appropriate experience as a Medical Specialist in Internal Medicine Unit after registration with the HPCSA as a Medical Specialist in Internal Medicine Unit, Proof of working experience endorsed by Human Resource Department or relevant Employer, Understanding of basic HR matters including Labour Relations, Control of budget, monitoring expenditure and project management; Knowledge of legislative prescripts governing the public service, Managerial and computer skills.
<u>DUTIES</u>	:	Deputize the Head Clinical Department of Internal Medical Unit. Participate in the co-ordinate of Internal Medical Unit services for the discipline within Region4 (King Cetshwayo, Zululand and uMkhanyakude) to ensure equitable distribution of all resources to achieve optimal patient care within defined levels of institutional responsibility. Participate in the development of tertiary services in the entire Region 4 and also to provide Clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Participate in the provision of vision, strategic direction and inspire employees to deliver excellent, quality health services. Plan and partake in the training of staff including Registrars, Medical Officers, Community Service Officers, Interns and undergraduate Medical Students and also support relevant clinical research, clinical trials and CPD activities. Strengthen clinical governance. Participate in formulation and management of protocols in accordance with Department policies that will have a positive impact on staff and ensure that staff is aware and comply with guidelines and procedures. Provide measures and guidance on quality assurance to comply with set quality standards. Manage the performance and supervise allocated human resources. Ensure that the environment complies with Health and Safety Act and that staff adhere to the safety precautions and that staff is maintained to attain optimal productivity. Ensure equipment is maintained and functional at all times. Render effective administrative support. Provide after-hours coverage and ensure continuous clinical support to junior staff. Attend to meetings and workshops as directed. Comply with all legal prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards
<u>ENQUIRIES APPLICATIONS</u>	:	Dr T.C Nkonyane Tel No: (083) 556 8774 Please forward application quoting the reference number to The Human Resource Department Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or hand delivered to Ngwelezana Hospital, Human Resource Department, 1 st Floor Admin Block
<u>FOR ATTENTION NOTE</u>	:	Mr. M.P Zungu Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83, Comprehensive Curriculum Vitae, certified copies of identity document, educational qualifications and professional registration certificates - not copies of certified copies. Persons with disabilities should feel free to apply for the post. Applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.
<u>CLOSING DATE</u>	:	17 April 2020 (Late applications will not be accepted)
<u>POST 12/93</u>	:	<u>DEPUTY DIRECTOR GENERAL: REF NO: G20/2020</u> Cluster: District Health Services
<u>SALARY CENTRES REQUIREMENTS</u>	:	R1 521 591 per annum (Level 15) (An all Inclusive salary package) Head Office: Pietermaritzburg A Health related undergraduate qualification and any relevant post graduate qualification (NQF level 8); Plus Eight to ten years (8-10) years of experience at a Senior Managerial level;

Plus Unendorsed valid Code B driver's licence (Code 08). NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Knowledge, Skills, Training And Competencies_Required: Advance knowledge and understanding of health challenges in KZN; Creative and innovative thinker; Excellent communication skills (written and verbal); Knowledge of the Public Finance Management Act (PFMA); Ability to function under pressure; Willingness to travel frequently and work long and irregular hours; Computer skills; Good interpersonal skills.

DUTIES

: Develop policies for District Health services (PHC and District Hospitals). Identify and promote best practice models and support planning, delivery and quality improvement. Promote, co-ordinate and institutionalise the District Health System. Ensure uniform implementation of the District Health System. Participate in the various health planning programmes with a view of enhancing achievement of the strategic goals of the Department as outlined in the National Service Delivery Agreement. Provide strategic insight and foresight, management and leadership. Participate in interdepartmental and other Government strategic projects. Work with other sectors to address social determinants of Health; provide strategic leadership in various planning forums. Provide strategic support to the Head of Department and the Department by ensuring that an alignment exists between the performance of the Department and the performance of all Districts. Establish policy and guidelines and assist Districts in the implementation and monitoring of Communicable and Non-Communicable Diseases.

ENQUIRIES

APPLICATIONS

: DR S C Tshabalala Tel No: (033) 395 3176
 : All applications should be forwarded to: The Chief Director: Human Resource Management Services: KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 Or Hand delivered to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower
 : Mr N C Mbatha

FOR ATTENTION

NOTE

: Faxed and e-mailed applications will not be accepted. Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together with their applications.

CLOSING DATE

: 14 April 2020

POST 12/94

: **MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 08/2020**
 Internal Medicine Unit

SALARY

: Grade 1: R1 283 601 – R1 362 366 per annum
 Grade 2: R1 467 651 – R1 557 702 per annum
 Grade 3: R1 604 781 – R1 834 890 per annum All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance plus Commuted Overtime which is determined by service delivery needs of the department.

CENTRE

REQUIREMENTS

: Ngwelezana Tertiary Hospital
 : Qualification that allows registration with the Health Profession, Council of South Africa (HPCSA) as Medical Specialist in Internal Medicine. Tertiary qualification in the Health Science (MBCHB), Current registration with the Health Professions Council of South Africa as a Medical Specialist in Internal Medicine, **Grade 1:** No working experience, **Grade 2:** A minimum of 5 years appropriate experience as a Medical Specialist in Emergency Medicine after registration with the HPCSA as Medical Specialist in Internal Medicine and Proof of working experience endorsed by Human Resource Department, **Grade 3:** A minimum of 10 years appropriate experience as a Medical Specialist in Internal Medicine after registration with the HPCSA as Medical Specialist in Internal Medicine, Proof of working experience endorsed by Human Resource Department, Supervisory abilities, Ability to work in a multi-disciplinary team, Knowledge of Public Service Legislation, Policies and Procedures, Medical Ethics, epidemiology and statistics

DUTIES

: The candidate will, under the direction of the head of the department: Conduct specialist ward rounds, Provide after hour cover in emergency medicine and clinical support to junior staff, Provide advice to district/regional level hospitals, Manage/supervise allocated human resources, Ensure equipment is appropriately maintained. Training of undergraduate and post-graduate medical students. Active participation in quality improvement programmes including clinical audits and CME activities. Attend to administrative matters within the unit. Assist with administration of the Internal Medicine Unit and have an input into the unit's administration at Ngwelezana Hospital. Assist protocol development and review for patient management in Emergency Medicine. Development and implement clinical audit and quality assurance programmes. Provide outreach to surrounding District Hospitals which refer to Ngwelezana Hospital Attend to meetings and workshops as directed. Comply with all legal

prescript Acts, Legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards. Performance of commuted overtime is a requirement of the post.

**ENQUIRIES
APPLICATIONS
FOR ATTENTION
NOTE**

: Dr T.C Nkonyane Tel No: (083) 556 8774
: Human Resource Department Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880
: Mr. MP Zungu
: Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83, Comprehensive Curriculum Vitae, certified copies of identity document, educational qualifications and professional registration certificates - not copies of certified copies. Persons with disabilities should feel free to apply for the post. Applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

CLOSING DATE

: 17 April 2020

POST 12/95

MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 09/2020
General Surgery Department

SALARY

: Grade 1: R821 205.per annum
Grade 2: R938 964.per annum
Grade 3: R1 089 693.per annum All inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted Overtime which is determined by service delivery needs of the department

**CENTRE
REQUIREMENTS**

: Ngwelezana Tertiary Hospital
: Tertiary qualification in the Health Science (MBChB), Current registration with the Health Professions Council of South Africa as a Medical Practitioner. Applicants MUST be in possession of a current ATLS certificate and MUST have already passed the FCS Primary Exam. **Grade 1:** An appropriate qualification that allows registration with HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their applications. **Grade 2:** An appropriate qualification that allows registration with HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner. Minimum of 5 years relevant experience after registration with HPCSA in respect of South African qualified employees who performed Community service. Minimum of 6 years relevant experience after registration with HPCSA in respect of Foreign Qualified employees whom they are not required performing Community Service. Attach proof of working experience endorsed by Human Resource Department/Employer. Applicants in possession of a foreigner qualification must attach an evaluation certificate from the South Africa Qualifications Authority (SAQA) to their qualification. **Grade 3:** An appropriate qualification that allows registration with HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner. Minimum of 10 years relevant experience after registration with HPCSA in respect of South African qualified employees who performed Community Service. Minimum of 11years relevant experience after registration with HPCSA in respect of Foreign Qualified employees whom they are not required performing Community Service. Attach proof of working experience endorsed by Human Resource Department/Employer. Applicants in possession of a foreigner qualification must attach an evaluation certificate from the South Africa Qualifications Authority (SAQA) to their qualification. Extensive clinical knowledge and sound clinical skill. Knowledge of health care system and medical ethics. Knowledge of relevant acts, policies and regulations of the departmental of health. Good team building and problem solving. Awareness of cross-cultural differences. Concern for excellence.

DUTIES

: Provision of quality patient centred care for all patients within surgical unit. Examine, investigate, diagnose and oversee the treatment of patients in the emergency department, provision of after hour's services to care for emergencies presenting to the institution. Training and supervision of undergraduate and/or post graduate medical students. Participation in activities within the discipline including case presentations, units rounds presentations, journal club and other departmental meetings. Render applicable administration functions. Attend to meeting, workshops and training courses as directed by the Head of Departmental. Perform other duties as assigned by the supervisor. Observe and comply with all departmental policies and guidelines regulating employment: relationship and clinical functioning.

**ENQUIRIES
APPLICATIONS
FOR ATTENTION**

: Dr G. Oosthuizen Tel No: (076) 487 5998 George.Oosthuizen@kznhealth.gov.za
: Human Resource Department Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880
: Mr MP Zungu

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

CLOSING DATE : 17 April 2020

POST 12/96 : **CLINICAL MANAGER GRADE 01 REF NO: RVH 08/2020 (01 POST)**
Institution: Rietvlei District Hospital

SALARY : Grade 1: R821 205 - R884 670.per annum (All inclusive salary package) (This inclusive package consist of 70% basic salary and 30% flexible portion that can be structured in terms of applicable rules Other Benefits: Commuted Overtime as per departmental needs, Medical Aid (Optional) and 22% Rural Allowance

REQUIREMENTS : Senior Certificate MBChB degree Diploma in HIV medicine Certificate of registration with the HPCSA as a Medical Practitioner. Current registration with HPCSA as a Medical Practitioner OR 3 years' experience after registration with the HPCSA as a Medical Practitioner and relevant experience in the management of HIV Qualified applicants will be liable for the performance of commuted overtime as per the roster. Proof of experience from previous and current employer endorsed and stamped by HR must be attached. Knowledge, skills and competencies Extensive medical, surgical knowledge and sound clinical skills Knowledge of health care system and medical ethics Knowledge of relevant acts, policies and regulations of the department of health Good team building and problem solver Excellent human, communication and leadership skills

DUTIES : Key Performance Areas: Provision of quality patient centered care for all patients Examine, investigate, diagnose and oversee the treatment of patients Provision of after-hours services to care for emergency cases Provide medicine related information to clinical staff as may be required Undertake on-going care individuals patients to allow for continuity of care Maintain accurate health records in accordance with legal ethical considerations Train and guide staff and health associated professionals Actively participate in morbidity and mortality reviews Attend and participate in continuous medical education Participate in quality improvement programmes Ensure that cost effective service delivery is maintained within the respective department Attend to administrative matters as required Perform commuted overtime

ENQUIRIES APPLICATIONS : Dr NT Dabata- Hlaneki Tel No: (039) 260 5000
All Applications Should Be Forwarded To: Chief Executive Officer P/Bag X 501 Stafford's Post 4686 Or Hand Delivered To: Human Resources Department Rietvlei District Hospital

NOTE : The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months Curriculum Vitae and Identity document Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. RVH/2020 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA/Permanent Residents/Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

CLOSING DATE : 17 April 2020

POST 12/97 : **DEPUTY DIRECTOR: FACILITIES MANAGEMENT: REF NO: G26/2020**

SALARY : R733 257 per annum (Level 11) (An all Inclusive MMS Salary Package)

CENTRE : Dr Pixely ka Isaka Seme Memorial Hospital

REQUIREMENTS : An appropriate 3 year National Diploma/Bachelor's Degree in Administration/Management or equivalent Plus At least 3 year's appropriate managerial experience in the Hospital Services.

Plus Unendorsed valid Code B driver's licence (Code 08). NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Knowledge, Skills, Training and Competencies Required:- The incumbent of this post will report to the Chief Executive Officer: under Infrastructure Development and Maintenance and will be responsible to ensure that maintenance that includes the building, premises and any equipment located on the property are properly maintained and kept in good working order and responsible for cleanliness of the property, making sure that any vending or catering that takes place on premises meets code requirements, and managing the space in the building so that is used efficiently. Financial Management: be responsible to manage operational costs. Facility Manager has to create a budget for all activities in the unit and work throughout the year to keep costs within the budget for all activities in the unit and work throughout the year to keep costs within the budgeted amounts, making adjustments on an emergency basis and ensures that the business is budgeting effectively and that expenditure works toward creating a more efficient work environment. Operations Management: A Facility Manager is deeply involved in the everyday management of maintenance employees into teams to meet the goals of the business and also may work to develop and implement employee schedules and deal with any minor problems that arise between employees. The facility manager is also responsible for complying with safety requirement for the building including employee training, facility inspections and security of the premises. Contract Management: Facility Managers are in charge for negotiating contracts with clients and vendors who work on the property of organization. These contracts can range from advertising to lawn care and catering and before agreeing to contract services from a vendor, the Facility Manager obtains bids for the service from different providers to make sure that facility is receiving the maximum benefit for the money that is being spent. Once a price is agreed upon, FM is responsible for drafting and reviewing any necessary contracts as well as preparing documentation or presentations on the work being done for company owners, once work has commenced, FM ensures that the work is completed on time and according to the contracted agreement. The ideal candidate must possess:- Knowledge and experience in General administration; Patient Administration and Information Systems; Knowledge of relevant acts and regulations; Sound Management, negotiation, inter-personal, decision making and problem solving skills; Good verbal, written, communication and leadership skills; Computer literacy in MS Word and Excel; Working knowledge of Basic Accounting System (BAS); Understanding of Information Technology and IT Systems. Ability to handle sensitive financial planning and analysis.

DUTIES

: Space Management, Infrastructure Development and Maintenance: Develop and Implement a facility management program including preventative maintenance and life-cycle requirements. Planning, best allocation and utilization of space and resources for new buildings; re-organising current premises including co-ordination of intra-office moves. Project management; Supervising and Co-ordinating work of contractors. Preparing tender documents for Contractors. Investigating the availability and suitability of options for new premises. Managing and leading change to ensure minimum disruption to core activities. Ensuring the building meets health and safety requirements and that facilities comply with legislation. Checking that agreed work by staff or contractors has been completed satisfactorily and following up on any deficiencies. Conduct and document regular facilities inspections. Oversee facility refurbishment and renovation. Financial Management: Calculating and comparing costs for required goods or services to achieve maximum value for money. Prepare and track facility budget. Monitor expenses and payments. Develop and implement cost reduction initiatives. Operational Management: Directing, coordinating and planning essential central services such as reception, security, maintenance, mail, archiving, cleaning, catering, waste disposal and recycling. Mapping business processes. Development of operational policies and procedures. Contract Management: Using performance management techniques to monitor and demonstrate achievement of agreed service levels and to lead on improvement. Responding appropriately to emergencies or urgent issues as they arise and dealing with the consequences. Quality Management, Monitoring and Evaluation: Conduct performance audits, identify operational challenges and develop quality improvement projects to address operational challenges.

**ENQUIRIES
APPLICATIONS**

: MS RT Ngcobo Tel No: (033) 940 2499.
: All applications should be forwarded to: The Chief Director: Human Resource Management Services: KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 Or Hand delivered to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower
: Mr N C Mbatha

**FOR ATTENTION
NOTE**

: Faxed and e-mailed applications will not be accepted. Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent

	:	Residents/Work Permit holders must submit documentary proof together with their applications.
<u>CLOSING DATE</u>	:	14 April 2020
<u>POST 12/98</u>	:	<u>OPERATIONAL MANAGER NURSING REF NO: OM/GWPHC/2020 (01 POST)</u> PHC Services – Gateway Clinic
<u>SALARY</u>	:	Grade 1: R562 800 per annum Other Benefits 13 TH Cheque Medical Aid: Optional Homeowners' Allowance Employee must meet prescribed requirements
<u>CENTRE REQUIREMENT S</u>	:	Addington Hospital A minimum of 9 years appropriate recognizable experience in nursing after registration as a Professional Nurse with the South African Nursing Council in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1 year post-basic qualification in the relevant Speciality. Minimum Requirements: Degree/Diploma in General Nursing and Midwifery. Registration with SANC as a General Nurse and Midwife. Diploma: Post Basic qualification in the relevant Speciality i.e. Clinical Health Assessment Treatment and Care accredited by the South African Nursing Council. Post Basic registration certificate with SANC. Certified copy of current registration receipt (2020) with South African Nursing Council. Certified copies of certificates of service stating at least 9 years relevant experience as a Professional Nurse and proving 5 years appropriate/recognisable experience after obtaining the 1 year post-basic qualification in the relevant specialty. Recommendations: Degree/Diploma in Nursing Management would be an advantage. Code 8 driver's license would be a recommendation. Knowledge, Skills, Training And Competence Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good verbal and written communication and report writing skills. Decision making and problem solving skills. Conflict management and negotiation skills. Project Management skills. Basic computer skills.
<u>DUTIES</u>	:	Key Performances Areas: Provide comprehensive, quality nursing care to patients/clients in a Primary Health care facility in a cost-effective and efficient manner. Assist in planning, organizing and monitoring of objectives of the Primary Health care facility. Manage all resources effectively and efficiently to ensure optimum service delivery. Able to plan and organise own work and that of support personnel to ensure proper nursing care. 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 (Batho Pele). Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, supervisors, clinicians, and community stakeholders, including report writing when required. Ensure compliance with all National, Provincial and Professional prescripts in order to render a safe patient service and improve client satisfaction. Ensure compliance with Ideal Clinic/National Core standards. Management of staff performance through EPMDS and formulate training programmes for staff development. Participate in the analysis and formulation of standard operational plans for nursing and nursing care policies. Provide direct and indirect supervision of all staff within the facility. Ensure that all equipment in the unit is adequate and is checked and in working order. Demonstrate an understanding of Human Resource and Financial Management Policies and Procedures. Monitor and evaluate the care and management of all Patients and ensure the maintenance of accurate and complete patient records Ensure statistics are compiled timeously, and utilized for service planning Ability to recognise Medical and Surgical emergencies and refer appropriately. Arrange patient movements. Hours Of Duty: 40 Hours per week. Shift work – Day and Night duty. Note: Employment Equity: Preference will be given to the following candidates as per Employment Equity Target, any person with disability regardless of race and gender:
<u>ENQUIRIES APPLICATIONS</u>	:	Matron B N Ndhlovu Tel. No: (031) 327 2000 to be forwarded to: Human Resource Dept, Addington Hospital, P.O. Box 977, Durban, 4000. OR dropped off in the application box at Security Department: Prince Street entrance, South Beach, Durban.
<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, certified copies of certificates, Identity Document (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. 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. Employment Equity Target: African Male
<u>CLOSING DATE</u>	:	15 April 2020
<u>POST 12/99</u>	:	<u>OPERATIONAL MANAGER (SPECIALITY) REF NO: STC 02/2020 (01 POST)</u> Components: Limehill Mobile Clinic Re-Advertisement

<u>SALARY</u>	:	R562 800 - R633 432 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 Grade 12 or Senior Certificate. Diploma/Degree in General Nursing and Midwifery. One (1) year Post basic qualification in one of the relevant specialty i.e. Clinical Nursing Science Health Assessment Diagnosis Treatment and Care (PHC). Proof of registration with the SANC as General Nurse and Midwifery for 2020. A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in the specific speciality after obtaining the 1 year post-basic qualification. Proof of current and previous experience; certificate of service endorsed by HR. Endorsed Code 8 Drivers License. Recommendation: Diploma in Nursing Administration. Computer literacy. Knowledge, skills, training and competencies required: Knowledge of nursing care process and procedures, nursing statutes and other relevant legal framework. Knowledge of policy directives information the provision of Primary Health Care. Good verbal and written communication. Decision making and problem solving skills. Conflict management and negotiation skills. Project management skills.
<u>DUTIES</u>	:	Provide comprehensive; quality nursing care to patient/clients in a mobile clinic in a cost effective manner. Assist in planning, organizing and monitoring of objectives of the mobile clinic. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Work as part of multidisciplinary team to ensure good service delivery. Ensure compliance with all National, Provincial and professional rules and regulations and other prescripts in order to render a safe patient service and improve client satisfaction. Carry out EPMDS evaluation of staff, formulate training programs and participate in the training orientation and development of staff. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Attend different meetings as required. Provide for a safe; therapeutic and hygienic environment. Ability to recognize medical, surgical emergencies and obstetric emergencies and refer appropriately. Analyze the operational imperatives set in the National PHC package service and ensure that all programmes are in place and indicators meets the targets. Participate in outreach services/ health promotions, disease prevention and support Sukuma Sakhe initiative. Ensure establishment of highly motivated, well developed and adequate Health Care workforce and apply consequence management and promote Nursing Ethics and Professionalism. Provision of quality comprehensive patient care in line with ideal clinic; realization NHI, Norms and Standards and Batho Pele principles. Ensure data management. Hours of duty 40 hours per week.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs C.I. Ndlovu Tel 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 Application for employment form (Z83) which is obtainable at any Government OR from website www.kznhealth.gov.za which must be signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copy of ID document, certified copies of highest educational qualifications (not copies of previously certified copies), registration with council. The reference number must be indicated in the column provided on the form Z83 (Part A). Persons with disabilities should feel free to apply for the post. NB: Certified copies should not be older than three months. Failure to comply with the above instructions will disqualify applications. Please note that due to a large of applications received, applications will not be acknowledged. However, every successful applicant will be advised of the outcome of the application in due course. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), credit records, citizenship) qualifications of Educational Qualification by SAQA, verification of previous experience from Employers and Verification form Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA) to their application. Non-RSA Citizens/ Permanent Residents/ Work Permit holders must submit documentary proof together with their applications All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised are free to apply. Please note that no S&T payments will be considered for payment to candidates that are invited for interview.
<u>CLOSING DATE</u>	:	14 April 2020
<u>POST 12/100</u>	:	<u>ASSISTANT DIRECTOR: RADIOGRAPHY – GR 1 REF NO: GS 25/20</u> Component: Radiology Department
<u>SALARY</u>	:	Grade 1: R517 326. per annum Other Benefits : 13 th Cheque, Medical Aid (Optional), Home Owner Allowance, Employee Must Meet Prescribed Requirements
<u>CENTRE REQUIREMENTS</u>	:	Greys Hospital Pietermaritzburg National Diploma/Degree in Radiography (Diagnostic) Certified copy of original registration with the Health Professions Council of South Africa as a radiographer (Diagnostic) Independent practice/Private practice Certified copy of current registration (2020/2021) with the Health Professions Council of South Africa as a Radiographer (Diagnostic) Independent Practice/Private practice Eight years' experience in diagnostic radiography after registration

with the HPCSA of which five years must be appropriate experience in a supervisory/ managerial capacity (i.e. carry management responsibility for a unit or department) Eight years' experience in diagnostic radiography after registration with the HPCSA of which five years must be appropriate experience in a supervisory/managerial capacity (i.e. carry management responsibility for a unit or department) Certificates of service OR official letters from previous/current employers to be attached as proof of experience. (CV must clearly indicate supervisory/managerial experience). Recommendation: Experience in supervising a sub-department or specialized unit in a PACS/RIS environment. Post graduate certificate in a specialized field e.g. CT, MRI, Mammography, PACS/RIS applications. Experience in training Community service radiographers and radiography students' Knowledge, Skills and Experience: Comprehensive knowledge of CR specialized and general radiography procedures. Comprehensive knowledge of Tertiary level CT/MRI protocols and imaging procedures. Sound understanding of Radiography equipment including CR and specialized modalities. Sound understanding of PAC/RIS applications, relevant Information Technology and medical imaging workflow. Ability to perform basic trouble-shooting on radiography equipment and PACS/RIS systems. Sound knowledge of Radiation Protection, Health and Safety legislation, Infection Control, and DOH policies and regulations. Good interpersonal skills, good verbal and written communication skills and good problem solving skills. Computer literacy

DUTIES

: Key Performance Areas: Plan and implement departmental management functions including duty allocations, after-hours rosters, supervision of staff (radiography, administrative and general staff), leave management, PMDS, disciplinary procedures, ordering of consumables, equipment maintenance, control of assets and consumables and Quality Assurance procedures Supervise, support, monitor and guide all staff within the department and allocated sub-department. Manage and coordinate Radiographic services, and ensure high quality services at departmental and sub-departmental level. Provide training to community service radiographers and radiography students in specialized units and general radiography. Ensure compliance with standards, legislation and regulations e.g. Radiation Control legislation, Quality Assurance programs, National Core standards, Ideal Hospital Realization and Maintenance Framework. Participate in development of departmental and institutional radiographic policies and protocols, and monitor compliance Ensure effective utilization and maintenance of equipment, supplies and other resources. Encourage a multi-disciplinary approach by fostering close working relationships with other departments.

ENQUIRIES APPLICATION

: MRS D. Wood: Tel No: (033)897 3208
 : 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) Certified copies of highest educational qualifications and professional registration certificate-not copies of certified copies. c) Curriculum Vitae and certified ID copy 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 25/20. 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 checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). African Males are encouraged to apply.

CLOSING DATE POST 12/101

: 14 April 2020
 : **PROFESSIONAL NURSE-SPECIALITY STREAM-THEATRE REF NO: MURCH 02/2020 (01 POST)**

SALARY

: Grade 1: R383 226 per annum
 Grade 2: R471 333 per annum Other Benefits 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

CENTRE REQUIREMENTS

: Murchison Hospital
 : Senior Certificate, Degree/Diploma in General nursing and Midwifery plus 1 year post basic qualification in Operating Theatre Technique, Current Registration with SANC as General Nurse and Operating Theatre. Current SANC receipt, previous work experience/Certificate of service endorsed by your Human Resource Department (to be attached to application) **Grade 1** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Operating Theatre Technique **Grade 2** Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing and Operating Theatre Technique, of which at least 10 years must be appropriate/recognizable experience, after obtaining the one year post basic qualification in the relevant speciality. Knowledge, Skills And Competencies 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

DUTIES

: Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework Effective utilization of resources: Human, material and financial resources Assist in orientation, induction and mentoring of all nursing staff and orientation of

other staff Assist in the planning coordination of training and promote learning opportunities for all nursing categories i.e. on the job training. Complete patient related data and partake in research. Assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift Partake in overall specialized unit function, i.e. team building Maintain professional growth/ethical standards and self-development

ENQUIRIES : Mrs. C Mkhwanazi Tel No: (039)-6877311 ext. 127
APPLICATIONS : All Applications Should Be Forwarded To: Chief Executive Officer P/Bag X701 Portshepstone 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE : The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months Curriculum Vitae and Identity document Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/18/2019 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA/Permanent Residents/Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, if you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. 17 April 2020

CLOSING DATE :

POST 12/102 : **OPERATIONAL MANAGER GENERAL STREAM OPD REF NO: MURCH 03/2020 (01 POST)**

SALARY : R444 276.per annum Other Benefits 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
CENTRE : Murchison Hospital

REQUIREMENTS : Senior Certificate, Degree/Diploma in General nursing and Midwifery, Current Registration with SANC as General Nurse and Midwife. A minimum of 7 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Previous work experience and Certificate of service endorsed by your Human Resource Department (to be attached to application) Recommendation Diploma in Psychiatric Science Knowledge, Skills and Competencies Knowledge of nursing care and processes and procedures, nursing statutes, and other relevant legal frameworks Knowledge of Public service regulations Disciplinary code, human resource policies, hospital generic and specific policies Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework and good communication skills 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 programmes

DUTIES : Manage and monitor effective utilization of resources: Human, material, financial and physical resources Participate in the analysis, formulation and implementation of nursing guidelines, practices standards and procedures Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care Coordinate and monitor the implementation of nursing plan and evaluation Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork)

ENQUIRIES : Mrs C Mkhwanazi Tel No: (039) 6877311 ext. 127
APPLICATIONS : All Applications Should Be Forwarded To: Chief Executive Officer P/Bag X701 Portshepstone 4240 or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE : The following documents must be submitted: Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Certified copies of highest educational qualification – not copies of certified copies and certified copies must not be older than 3 months Curriculum Vitae and Identity document Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 18/2019 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA/Permanent Residents/Work permit holders must submit documentary proof together with their applications .Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months

from the closing date, Please accept that your application has been unsuccessful
Employment Equity target for the post is African Male and people with disabilities are
encouraged to apply
17 April 2020

CLOSING DATE

POST 12/103

CLINICAL PROGRAMME CO-ORDINATOR- CDC GR1: REF NO: ILE 03/2020 (01 POST)
Component: ILE: Communicable Diseases

SALARY

R444 276 per annum Benefits: 13th Cheque, home owner's allowance, and Medical aid
optional (Employee must meet prescribed conditions)

CENTRE

Ilembe Health District Office

REQUIREMENTS

Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate), B. Degree or
National Diploma in General nurse & midwifery, Current registration with SANC, a minimum
of 7 years appropriate/recognizable nursing experience after registration as Professional
Nurse and midwifery. Valid Driver's License [code 08]. Report writing abilities, financial
management skills, empathy and counseling skills, strong interpersonal, communication and
presentation skills, project management skills, ability to make independent decisions, an
understanding of the challenges facing the public health sector. Ability to translate
transformation objectives into practical plans, ability to prioritize issues and other work related
matters and to comply with time frames, proven initiative, decisiveness and the ability to
acquire new knowledge swiftly, computer literacy with a proficiency in MS Office Software
applications. NB: Proof of previous and current work experience endorsed and stamped by
HR Office must be attached. Recommendations: Diploma in Primary Health Care N.B: All
successful candidates/applicants will be subject to driving competency assessment prior to
appointment.

DUTIES

Plan and coordinate the application of clinical strategies associated with Communicable
Diseases in the District through case investigation, outbreak control response, inspection,
monitoring and evaluation (e.g. TB, Malaria, Rabies, Vaccine Preventable diseases,
etc.). Review case report forms submitted by facilities for completeness, timeliness,
adherence to policies and institution of control measures. Respond to general questions from
the public, health providers, private sector, etc. about communicable diseases affecting the
community and communicates the risks, prevention, and control measures associated with
communicable diseases. Monitor indicators/surveillance data which measure health practices
in the District, in order to provide support and report on findings to district health management
Network with other provincial department and NGO'S to maintain a referral service for
community members inclusive of community based services thereby supporting the broader
health care provision in the district. Analyze emerging health practices and trends and
introduce remedial action in conjunction with health care specialists. Plan, organize and
conduct community rallies and events that convey health messages and practices which
support prevention and control of communicable diseases. Ensure establishment of
establishment of highly motivated, well developed and adequate workforce.

ENQUIRIES

APPLICATIONS

Ms. T.M. Banda (Deputy District Director: IDHSD) Tel No: (032) 437 3500
Please Forward Applications To: The District Director, Ilembe Health District Office, Private
Bag x10620, KwaDukuza 4450

FOR ATTENTION

NOTE

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

CLOSING DATE

17 April 2020

POST 12/104

**PROFESSIONAL NURSE SPECIALTY (GRADE 1 OR GRADE 2 ADVANCED MIDWIFERY
AND NEONATAL REF NO. OTH CHC 05/2020 (01 POST)**

SALARY

Grade 1: R383 226.per annum
Grade 2: R471 333.per annum Other Benefits: 13th Cheque. 12 % Rural allowance, Medical
Aid (Optional), Home owner's allowance (employee must meet prescribed Requirements)

CENTRE

Othobothini Community Health Centre (Jozini)

REQUIREMENTS

Matric/Grade 12. Degree/National Diploma in nursing or equivalent qualification that allows
registration with SANC as Professional Nurse, Current registration with SANC (2020). NB:
Proof of current and previous work experience endorsed and stamped by Human Resource
Manager (Certificate of service) must be attached. **Grade 1 A** Minimum of 4 years appropriate
/recognizable experience in nursing after registration as professional nurse with SANC in

General Nursing. A 1 year post graduate qualification in Advanced Midwifery and Neonatal Nursing Science accredited with SANC. **Grade 2:** a minimum of 14 years appropriate/recognizable 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 in maternity after obtaining a 1 year post graduate qualification in Advanced Midwifery and Neonatal Nursing Science Accredited with SANC. Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service Acts, regulations and policies. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Demonstrate an in-depth understanding of Nursing Legislation and related legal and ethical practices. Good communication, verbal, written, leadership, interpersonal, problem solving, conflict management and decision making skills. Knowledge and experience in implementation of Batho Pele Principles and Patient's right charter and code of conduct. Planning and organizing skills. Team building and diversity management skills. Emphathy and counselling skills. Willingness to work shifts, night duty, week-ends and public holidays; including extended hours where need arises.

DUTIES

: Perform specialized clinical nursing practice in accordance with the scope of practice and nursing standards. Implement advanced knowledge and skills in managing high risk patients in the maternity and MCWH units. Participate in the implementation of service delivery policies and procedures in relation to health programmes to ensure that they conform to the District Health Services Delivery strategies. Improved perinatal mortality and morbidity through implementation of priority programmes, participating in quality improvement programmes. Support and facilitate the implementation of strategies that reduce morbidity and mortality and strengthen implementation MCWH Programme as per national and provincial guidelines. Diagnose and manage obstetric emergencies and work with the medical team to manage these emergencies e.g. Eclampsia, APH etc. Identify high risk clients during ante-partum and post- partum periods, manage them or refer them according to policies and protocols. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Work as part of the multi-disciplinary team to ensure quality healthcare for clients visiting the facility. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patients needs and expectations according to Batho Pele Principles and Patient rights Charter. Create and maintain complete and accurate patient records and registers and actively participate in institutional quality improvement initiatives e.g NCS, ICRM, PEC etc. Provide adequate health education, awareness and be involved in campaigns. Utilise and manage cost effectively all resources allocated to the unit for optimum service delivery. Advocate for the nursing profession by promoting professionalism and nursing ethics within and without the institution. Collect, analyse and inteprete data use to improve quality service delivery. Maintain clinical and professional growth by attending trainings and workshops so that scientific principles of nursing are implemented, assisting with training, mentoring and coughing staff to impart skills and knowledge for approved quality of care. Kindly attach certificate of Service/Proof of work experience endorsed by HR

**ENQUIRIES
APPLICATIONS**

: Mr. B.K. Mpupa (HR Supervisor): Tel No: (035) 5721327
: Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.

NOTE

: Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website- www.kzhealth.gov.za. Certified copies of ID, Std 10 certificate, educational qualifications, 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
POST 12/105**

: 24 April 2020
: **CLINICAL NURSE PRACTITIONER GRADE 1 OR GRADE 2 REF NO: AMAOTI
CNP01/2020**

SALARY

: Grade 1: R383 226 per annum
Grade 2: R471 333 per annum Other benefits: Rural allowance -8% Medical Aid (Optional) and Housing allowance plus 13th cheque.

**CENTRE
REQUIREMENTS**

: Amaoti Clinic
: Grade 12, Degree/Diploma in general nursing plus 1 year post basic qualification in Primary Health Care. Current registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse, Current SANC receipt. Previous work experience/certificate of service endorsed by your Human Resource Department Experience **Grade 1:** A minimum of 4 years appropriate/recognizable registration experience as a General Nurse plus one year post basic qualification in PHC. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General nursing, of which 10 years must be appropriate/recognizable experience after obtaining the one year post basic qualification | Primary Health Care. Knowledge, Skills And Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant Legal frameworks i.e. Nursing Acts, Mental Act OH& S Act, Labour Relations Act Batho Pele and patient right Charter. Good insight of procedures and policies pertaining to nursing care, leadership, organizational, decision making and problem solving abilities.

<u>DUTIES</u>	: Interpersonal skills including public relations, negotiating, conflict handling and counselling. Financial and budgetary knowledge, computer skills on basic programs. : Key Performance Areas: Provide quality comprehensive Primary Health Care service by promoting health preventative, curative and rehabilitative services for the clients and the community. Provide administrative service such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and direct control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Ensure that Batho Pele principles and patients right are implemented. Ensuring proper utilization and safe keeping of basic medical equipment. Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account. Ensure the implementation of Primary Health Care re- engineering. Ensure implementation of National Core Standard. Ensure patients care through the utilization of Primary Health Care indicators. Ensure monitoring of the facility target for programs in the facility. Ensure implementation, monitoring and evaluation of EPMDS in the operational area.
<u>ENQUIRIES</u>	: MR. C.M Ngubane On Tel No: (031) 5190455
<u>APPLICATIONS</u>	: All applications must be addressed to the Human Resource Manager and should be dropped at Inanda "C" CHC, C135 Umshado Road, Inanda 4309 or posted to Private bag X 04, Phoenix, 4080
<u>NOTE</u>	: Directions to candidates: Application for Employment form (Z83) which is obtainable at any Government Department or from the Website – www.kznhealth.gov.za. Updated comprehensive Curriculum Vitae stating any experience relevant to the position. Certified copies of highest educational qualifications and current SANC receipt – not copies of certified copies (Certification must be within three months). Certified copy of ID document (Certification must be within three months). Certified copies of certificate of service endorsed by HR/Service record from persal system. The Post Reference Number must be indicated in the column provided on the form Z83, e.g. AMAOTI 01/2020 NB: Failure to comply with the above instruction will disqualify applicants. Persons with disabilities should feel free to apply. African Males are encouraged to apply. The appointment is subject to positive outcome obtained from the Following checks: security checks, credit checks, qualifications, citizenship and previous experience verifications. Please take note that due to the large number of applications anticipated, applications might not be acknowledged. Correspondence might be limited to short listed candidates only. If you do not hear from us within 3 months of the closing date, please accept that your application has been unsuccessful. Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for interview and also no relocation expenses will be paid.
<u>CLOSING DATE</u>	: 17 April 2020
<u>POST 12/106</u>	: <u>PROFESSIONAL NURSE SPECIALITY REF NO: EMP14/2020 (X7 POSTS)</u> Component: Nursing
<u>SALARY</u>	: Grade 1: R383 226 – R444 276 per.annum Grade 2: R471 333 per.annum Other Benefits: 12 th cheque, home owners allowance (Employee must meet prescribed requirements) Medical Aid (Optional) 85 In Hospitable allowance (Rural)
<u>CENTRE</u>	: Queen Nandi Regional Hospital - Empangeni
<u>REQUIREMENTS</u>	: Degree/Diploma qualification that allows registration to General Nursing & Midwifery plus a relevant post basic qualification (Diploma in Advanced Midwifery & Neonatal Nursing Science) plus Registration certificate with South African Nursing Council (SANC) plus Current SANC receipt (2019) Work Experience: Prof Nurse: Speciality Grade 1 is a minimum of 4 years' experience in Nursing after registration as a Professional Nurse. Prof Nurse: Speciality Grade 2 is a minimum of 14 years' experience in nursing after registration as Professional Nurse with SANC in General Nursing at least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post basic qualification in the relevant specialty. 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. Knowledge, Skills, Attributes and Abilities: Knowledge of Public Service Acts, regulations and policies. Knowledge of SANC rules and regulations. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Good communication, verbal, written, leadership, interpersonal, problem solving, conflict management and decision making skills. Knowledge and experience in implementation of Batho Pele Principles and Patient's Rights Charter, Code of Conduct. Team building and diversity Management skills.
<u>DUTIES</u>	: Key Performance Areas: 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. Be able to manage neonates from birth
<u>ENQUIRIES</u>	:	Miss EPCN Mtshali Tel No: (035) 907 7005 035 907 7189/083 480 1507
<u>APPLICATIONS</u>	:	Applications should be directed to: The Chief Executive Officer - Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Hand Delivered Applications: 29 Union Street Empangeni 3880. Applications should be submitted on or before the closing date before 16h00
<u>NOTE</u>	:	All 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 . The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. A recent, comprehensive CV, specifying all qualifications and experience, with respective date and certified copies of qualifications and ID must be attached. General information: General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. 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, Resettlement & relocation claims will not be processed. Employment Equity Target: African Male
<u>CLOSING DATE</u>	:	14 April 2020
<u>POST 12/107</u>	:	<u>DIAGNOSTIC RADIOGRAPHER REF NO: GS 24/20 (X3 POSTS)</u> Component: Radiology Department
<u>SALARY</u>	:	Grade 1: R317 976 per annum Grade 2: R372 810 per annum Grade 3: R 439 164 per annum Other Benefits: 13 th Cheque, Medical Aid (Optional), Home Owner Allowance, Employee Must Meet Prescribed Requirements
<u>CENTRE</u>	:	Greys Hospital Pietermaritzburg
<u>REQUIREMENTS</u>	:	National Diploma/Degree in Diagnostic Radiography Certified copy of original registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer Certified copy of current registration with HPCSA for 2020/2021 as a diagnostic radiographer (Independent Practice) Certificates of service to be attached as proof of experience Knowledge, Skills and Experience: Sound knowledge of diagnostic radiography procedures and equipment including CT and PACS/RIS applications Good communication, interpersonal relations and problem solving skills Knowledge of radiation control regulations and safety measures Ability to perform and record quality assurance tests as stipulated by the Radiation Control Directorate Computer Literacy Grade 1: No experience required after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa Grade 2: Minimum of 10 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of eleven years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa Grade 3: Minimum of 20 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 21 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa
<u>DUTIES</u>	:	Key Performance Areas: Provide high quality diagnostic radiographic service observing safe radiation protection standards. Participate in after hours and standby duties which include nights, weekends and Public Holidays. Provide assistance and training to junior staff and student radiographers. Promote good health practices and ensure optimal care of the patient. Perform reception and administrative duties as required Participate in Quality Assurance and Quality Improvement programmes, In-service training, National Core Standards and Ideal Hospital Realisation Maintenance Framework .Inspect and utilize equipment professionally to ensure that it complies with safety standards and ensure health and safety rules and regulations are adhered to.
<u>ENQUIRIES</u>	:	MRS D. Wood: Tel No: (033) 897 3208
<u>APPLICATION</u>	:	Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
<u>FOR ATTENTION</u>	:	Mrs. M. Chandulal
<u>NOTE</u>	:	Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Certified copies of highest educational qualifications and professional registration certificate-not copies of certified copies. c) Curriculum Vitae and certified ID copy 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 25/20. 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 checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). African Males are encouraged to apply.

CLOSING DATE : 14 April 2020

**SOUTH AFRICAN POLICE SERVICE
(KWAZULU NATAL)**

APPLICATIONS : The Provincial Head Personnel Management, Recruitment Office: Appointments, P.O. Box 1965, Durban, 4000. Hand delivered address 15 Bramfitcher Road, Durban

CLOSING DATE : 15 April 2020 at 16:00 (Applications received after the closing date and faxed or e-mailed copies will not be considered.)

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

OTHER POSTS

POSTS 12/108 : **GENERAL WORKERS**

SALARY CENTRE : R102 534 per annum (Level 02)
South African Police Service, KwaZulu Natal
SAPS Amanzimtoti Ref No: KZN GW 01/03/2020
SAPS Ekombe Ref No: KZN GW 02/03/2020
SAPS Eziqoleni Ref No: KZN GW 03/03/2020
SAPS FCS Ladymith Ref No: KZN GW 04/03/2020
SAPS HRD Pietermaritzburg Ref No: KZN GW 05/03/2020
SAPS Ingwavuma Ref No: KZN GW 06/03/2020
SAPS K9 Glencoe Ref No: KZN GW 07/03/2020
SAPS K9 Shongweni Ref No: KZN GW 08/03/2020
SAPS K9 Vryheid Ref No: KZN GW 09/03/2020
SAPS Kokstad Ref No: KZN GW 10/03/2020
SAPS KwaMakhutha Ref No KZN GW 11/03/2020
SAPS KwaNdengezi Ref No: KZN GW 12/03/2020
SAPS Mahlabathini Ref No: KZN GW 13/03/2020
SAPS Malvern Ref No: KZN GW 14/03/2020
SAPS Mondlo Ref No: KZN GW 15/03/2020
SAPS Nkandla Ref No: KZN GW 16/03/2020
SAPS PM (Durban Trial Unit) Ref No: KZN GW 17/03/2020
SAPS Provincial Commissioner Office Ref No: KZN GW 18/03/2020
SAPS Richardbay Ref No: KZN GW 19/03/2020
SAPS Stock Theft Unit: Greytown Ref No: KZN GW 20/03/2020
SAPS Stock Theft Unit: Melmoth Ref No: KZN GW 21/03/2020
SAPS Umkomaas Ref No: KZN GW 22/03/2020
SAPS VSS Alexandra Road Ref No: KZN GW 23/03/2020
SAPS VSS Isiphingo Ref No: KZN GW 24/03/2020

SAPS Royal Protection Unit Ref No: KZN GW 25/03/2020(x2 posts)
 SAPS Hlobane Ref No: KZN GW 26/03/2020
 SAPS Dannhauser Ref No: KZN GW 27/03/2020
 SAPS K9 Durban Central Ref No: KZN GW 28/03/2020
 SAPS K9 Kokstad Ref No: KZN GW 29/03/2020
 SAPS K9 Ladysmith Ref No: KZN GW 30/03/2020
 SAPS Marianhill Ref No: KZN GW 31/03/2020
 SAPS High flats Ref No: KZN GW 32/03/2020
 SAPS Himeville Ref No: KZN GW 33/03/2020
 SAPS Pinetown Ref No: KZN GW 34/03/2020

REQUIREMENTS

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

DUTIES

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

ENQUIRIES

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