

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

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

OTHER POSTS

- POST 43/169** : **MEDICAL SPECIALIST – GENERAL SURGERY (GRADE 1, 2 AND 3)**
GENERAL SURGERY-REF NO: GS 62/21
Component: General Surgery
- SALARY** : Grade 1: R1 122 630 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. Employee must sign the commuted overtime contract form.
Grade 2: R1 283 592.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 Employee must sign the commuted overtime contract form.
Grade 3: R1 489 665. per annum 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 Employee must sign the commuted overtime contract form.
- CENTRE REQUIREMENTS** : Greys Hospital: Pietermaritzburg Metropolitan Hospitals Complex
: Senior Certificate or equivalent Appropriate qualification in Health Science (MBChB degree or equivalent) Current registration (2021-2022) with HPCSA as a Specialist General Surgeon and for Independent Practice Appropriate academic qualification registerable with Health Professions Council South Africa as a Specialist General Surgeon Certificate of registration as a Specialist General Surgeon and for Independent Practice **Grade 1:** Experience: Not applicable; Registration with the HPCSA as a Medical Specialist **Grade 2** Experience: 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. **Grade 3** Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. Knowledge, Skills, Experience and Competencies: Knowledge of appropriate specialist level procedures and protocols within the field of general surgery with an interest in renal access and Breast and Endocrine surgery Sound knowledge of Human Resource management. Financial Management – monitoring of expenditure, Essential Drug List, Management functions – policy analysis and implementation, strategic management, project management, information management, total quality management and improvement, legal aspects, patient care and service delivery, applicable mandatory requirements and Acts, Regulations, Protocols and Guidelines used in Health Services
- DUTIES** : Key Performance Areas Participate in the delivery of in-patient and out-patient general surgery service within the Pietermaritzburg Metropolitan Hospitals Complex based at Grey's hospital Management of patients requiring renal access surgery Management of the surgical database inter-disciplinary coordination of the management of general surgery patients supervision of the surgical trainees rotating through the unit ensuring the highest standards of clinical, professional, and ethical behaviour undertake teaching of interns, undergraduate medical students, postgraduate general surgery trainees, and allied health care personnel conduct, assist, and stimulate research within the ethical guidelines of the Health Care Act promote education in cancer prevention. Develop management protocols for the general surgery service in accordance with the Hospital and Department policies; Provide appropriate surgical care to general surgery patients; Maintain the effective and efficient utilisation of human resources in respect of : overseeing and supervising general surgery staff in the execution of their duties; training staff and promoting ongoing staff development in accordance with their individual and departmental development needs; recruiting and selecting staff in accordance with government prescripts; assessing performance of general surgery staff; allocating general surgery personnel to respective wards and call roster Provide measures and guidance on quality assurance to comply with set

quality standards; Incumbent to provide general surgery outreach services in the Pietermaritzburg Metropolitan Hospitals Complex and Area 2 Foster collaboration with other hospitals within and outside the district; Exercise cost control over the activities of the department in line with the allocated budget; Participate in all academic and clinical meetings of the general surgery Department; Participate in departmental research activities Accept responsibility for continuous professional development to keep up to date with new developments in the field of expertise and related fields. Any other duties as assigned by the Head of Department

- ENQUIRIES** : Dr V Govindasamy Tel No: 033 897 3379
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M. Chandulal
- NOTE** : Directions To Candidates: The following documents must be submitted: 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 licence (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 62/21. 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, African Female, Coloured Male
- CLOSING DATE** : 20 December 2021
- POST 43/170** : **MEDICAL SPECIALIST - (GRADE 1, 2 AND 3) REF NO: GS 63/21 (X 2 POSTS)**
Component : Ophthalmology
- SALARY** : Grade 1: R1 122 630. 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. Employee must sign the commuted overtime contract form.
Grade 2: R1 283 592. 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 Employee must sign the commuted overtime contract form.
Grade 3: R1 489 665. per annum 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. Employee must sign the commuted overtime contract form.
- CENTRE** : Greys Hospital, Pietermaritzburg Hospital Complex
- REQUIREMENTS** : Senior Certificate or Equivalent MBChB or equivalent Medical qualification. Current registration with the Health Professions Council of South Africa as a specialist in Ophthalmology. **Grade 1:** Experience: Not applicable; Registration with the HPCSA as a Medical Specialist in Ophthalmology. **Grade 2** Experience: 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Ophthalmology. **Grade 3** Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Ophthalmology. Recommendations Management and administration experience. Experience must include the training and supervision of registrars. Candidates involved

with research will be at an advantage. knowledge, skills, experience and competencies: Competency in vitreo-retinal surgery Advanced knowledge of ophthalmology care. Ability to work as part of a team. Knowledge of relevant Health and Labour legislation. Strong interpersonal and communication skills. Ability to prioritize issues and work related matters. Engage in own research and supervise research of registrars.

- DUTIES** : Key Performance Areas: Assistance in the provision of a quality cost effective and efficient 24 hour Ophthalmology service in keeping with Batho Pele Principles. Assist with the training and guidance of medical students, Interns, Medical Officers, Registrars, consultants, optometrists and other staff categories. Maintain accurate and appropriate health records in accordance with legal and ethical principles and ensure that junior staff complies with the above. Development of skills in the department with regards to research and instruction. After hour calls are offered at an average of 16 hours per week. NB: Successful applicants might be required to rotate and work in all state facilities in the greater Pietermaritzburg area, not just Greys Hospital.
- ENQUIRIES** : Dr CH Kruse Tel N: 033 897 3345
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M. Chandulal
- NOTE** : Directions To Candidates: The following documents must be submitted: 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 licence (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 63/21. 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, African Female, Coloured Male
- CLOSING DATE** : 20 December 2021
- POST 43/171** : **MEDICAL SPECIALIST- (GRADE 1,2,3) REF NO: GS 64/21 (X1 POST)**
Component: Anaesthetics
- SALARY** : Grade 1: R1 122 630. per annum (all inclusive package) consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Plus Commuted overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form. Rural allowance 18% of basic salary (when posted at Edendale Hospital)
Grade 2: R1 283 592. per annum (all inclusive package) consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Plus Commuted overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form. Rural allowance 18% of basic salary (when posted at Edendale Hospital)
Grade 3: R1 489 665. per annum (all inclusive package) consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Plus Commuted overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form. Rural allowance 18% of basic salary (when posted at Edendale Hospital)
- CENTRE** : Greys Hospital, Pietermaritzburg

REQUIREMENTS

: Senior Certificate (Matric) MBChB or equivalent qualification registered with HPCSA FCA (SA) or MMed (Anaes) PLUS Current or pending registration with HPCSA as a "Specialist anaesthesiologist Appointment is only possible after full registration with the HPCSA as a specialist **Grade 1** Experience: Not applicable; Registration with the HPCSA as a Medical Specialist in Anaesthetics **Grade 2** Experience: 5 Years appropriate experience as Medical Specialist after registration with HPCSA in Anaesthetics.**Grade 3** Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA in Anaesthetics. Knowledge, Skills, Experience and Competencies: Sound clinical knowledge within the department of Anaesthesiology. Good communication and human relations Sound knowledge of clinical procedures and protocols within the discipline Assessment and management of patients. Behavioural Attributes Stress tolerance, to work within a team, self-confidence and ability to build and maintain good relationships

DUTIES

: Key Performance Areas To execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation. Accept responsibility for administration of anaesthesia Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in 16 hours commuted overtime per week, is essential. Overtime work will encompass both Critical Care and Anaesthesia call cover at any of the three hospitals in the PMB metropole Liaise with other Metropolitan hospitals and Medical School as and when necessary, in consultation with the Head of Department. Supervision of postgraduate and undergraduate training Participate in postgraduate and other relevant academic / and training programmes. Provide support to the Head of Department, in ensuring an efficient standard of patient care and services are maintained. Assess patients, plan, initiate and supervise medical care management. Ensure the proper and economical use of equipment and other resources This is a metropolitan post and the incumbent will be expected to be available for work at any of the metropolitan hospitals (Grey's, Northdale and Edendale) Willingness to rotate through ICU for up to 6 months is essential Candidates must remain within 30 minutes of the relevant PMB Hospital during all periods of on call at that hospital

ENQUIRIES

: Dr Zane Farina Tel No: 033 897 3412

APPLICATIONS

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

FOR ATTENTION

: Mrs M. Chandulal

NOTE

: Directions To Candidates: The following documents must be submitted: 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 licence (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 64/21. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). It is the applicant's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.NB: Please Note:This post would be suitable for candidates who have recently passed their specialist examinations and completed registrar time. If a candidate who is eligible for specialist registration but has not received such registration from the council is successful, the appointment will be at their current salary level. An upgrade to Specialist Grade

1 will be made once registration is received. The purpose of the post is to develop advanced anaesthetic skills. The facility to spend 6 months focusing on Paediatric Anaesthesia mostly at Grey's Hospital, and another 6 months focusing on Critical Care within the first two years of employment will be built into the job description of this post. The Employment Equity Target For This Post Is: African Male, African Female, Coloured Male
20 December 2021

CLOSING DATE

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POST 43/172

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MEDICAL SPECIALIST (PSYCHIATRIST) REF NO: UMZ 01/2021 (X 1 POST)

SALARY

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Grade 1: R1 122,630 per annum
Grade 2: R1 283,592 per annum
Grade 3: R1 489,665 per annum All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules 22% of rural allowance plus commuted overtime (The incumbents will have to sign the commuted overtime contract)

CENTRE REQUIREMENTS

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Umzimkhulu Psychiatric Hospital

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Grade1:Senior Certificate or equivalent qualification, appropriate qualification in the Health Science – MBCHB Degree plus initial registration and current registration with Health Professional Council of South Africa (HPCSA) as a Medical Specialist (Psychiatrist). One year relevant experience after registration as a Medical Specialist (Psychiatrist) with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa.
Grade 2: Senior Certificate or equivalent qualification, appropriate qualification in the Health Science – MBCHB Degree plus initial registration and current registration with Professional Council of South Africa (HPCSA) as a Medical Specialist (Psychiatrist). Five (05) years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist (Psychiatrist). Six (06) years relevant experience after registration as a Medical Specialist (Psychiatrist) with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa.
Grade 3: Senior Certificate or equivalent qualification, appropriate qualification in the Health Science – MBCHB Degree plus initial registration and current registration with Health Professional Council of South Africa (HPCSA) as a Medical Specialist (Psychiatrist). Ten (10) years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist (Psychiatrist). Eleven (11) years relevant experience after registration as a Medical Specialist (Psychiatrist) with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service in South Africa. Knowledge, Skills and Competencies Required: Knowledge of current health and services registration, regulation and policy including medical ethics, epidemiology and statistics. Good communication and leadership skills. Decision making and clinical competency skills and knowledge essential. Sound knowledge of procedures and protocols in Psychiatric set up. Sound knowledge of Psychological, emotional and behavioral disorder. Participate in on call roster. Possess sound knowledge of Human Resource Management. Budget, program planning, implementation and evaluation. Information management and quality assurance programs. Have the ability to evaluate technologies and decide on the cost effective implementation thereof. Ability and experience in teaching, research and administration.

DUTIES

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Key Performance areas: Render Psychiatric services in the Hospital. Ensure adherence to Professional Medical Standards. Supervise and provide training to other medical officers, interns and nurses. Co-ordinate multi-disciplinary team. Ensure that the environment complies with the Health and Safety Act, that staff adhere to the safety precaution and that staff welfare is maintained to attain optimal productivity, Formulate and manage protocols in accordance with departmental policies that will have a positive impact on the provision of services and ensure that the staff is aware of these, Develop Psychiatry services and provide clinical staff with expert advice and opinion with regard to mental health care, Co-ordinate and support the mental outreach Program, Implement fiscal control measures and guidance on quality assurance to comply with the set quality standards. Recommendations:_A valid Driver's

		license, Proof of experience endorsed and stamped by Human Resources (Certificate of Service).
<u>ENQUIRIES</u>	:	Dr. P.A. Songo Tel No: 039-2590 310 EXT: 111
<u>APPLICATIONS</u>	:	Applications to be forwarded to the Human Resource Manager, Umzimkhulu Hospital, Private Bag X514, Umzimkhulu, 3297 OR Drop Off in the application Box, Umzimkhulu Hospital
<u>FOR ATTENTION</u>	:	Mr. E.N. Bangani
<u>NOTE</u>	:	Directions to candidates: The following documents must be submitted: Application for employment form (new Z83 which is effective as at 01 January 2021 fully completed), which is obtained at any Government Department OR from the website: www.kznhealth.gov.za , Copies of Identity document, Grade 12 certificate or other required tertiary qualification certificate, such copies need not be certified when applying for a post. 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. Applications should be accompanied by recent updated Curriculum Vitae, Certificates of service with relevant experience. Applicants must indicate the reference number of the vacancy in their applications, e.g. UMZ 02/2020. Failure to comply with the above instructions will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. Applications in possession of 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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply.
<u>CLOSING DATE</u>	:	31 December 2021
<u>POST 43/173</u>	:	<u>MEDICAL OFFICER REF NO: OSI MED 05/2021 (1X POST)</u>
<u>SALARY</u>	:	Grade 1: R833 523.per annum Grade 2: R953 049.per annum Grade 3: R1 106 037.per annum In-hospital Areas 18%, all other packages will be structured.
<u>CENTRE</u>	:	Osindisweni District Hospital, Verulam
<u>REQUIREMENTS</u>	:	Grade 1: Senior Certificate STD 10/Grade 12. MBCHB Degree or equivalent qualification PLUS Certificate of registration with Health Professions Council which is HPCSA as a Medical Practitioner Independent Practice PLUS Proof of current registration as an Medical Practitioner with HPCSA (2021/2022). No experience required for South Africans Citizens. One year relevant experience after registration as a Medical Practitioner for foreign applicant and must register with 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. Proof of current and previous work experience endorsed and stamped by Human Resource Manager. Minimum Requirements and Experience: Grade 2: Senior Certificate STD 10/Grade 12. MBCHB Degree or equivalent qualification PLUS Certificate of registration with Health Professions Council which is HPCSA as a Medical Practitioner Independent Practice PLUS Proof of current registration as an Medical Practitioner with HPCSA (2021/2022). 05 (five) years' experience required for South Africans Citizens. 06 (Six) years relevant experience after registration as a Medical Practitioner for foreign applicant and must register with 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. Proof of current and previous work experience endorsed and stamped by Human Resource Manager. Minimum Requirements and Experience: Grade 03: Senior Certificate STD 10/Grade 12. MBCHB Degree or equivalent qualification PLUS Certificate of registration with Health Professions Council which is HPCSA as a Medical Practitioner Independent Practice PLUS Proof of current registration as an Medical Practitioner with HPCSA (2021/2022). A10 (ten) years' experience required for South Africans Citizens. A (eleven) years

- relevant experience after registration as a Medical Practitioner for foreign applicant and must register with 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. Proof of current and previous work experience endorsed and stamped by Human Resource Manager.
- DUTIES** : Manage patients presenting to District level OPD, In-patients services and acute medical Emergencies. Ensure that clinical audits, Standard treatment guidelines and quality assurance initiatives are implemented. Maintain clinical, professional ethical standards related to these services. Enhances uptake to the CCMDD (Chronic Dispensing) program. Ability to make clinical judgement and participate in the process of patients admissions or referral to high level care. Participate in training and supervision of junior staff including interns and Medical Students. Comply with all legal prescripts Acts, Legislatives, Policies, and Circulars, Procedure, Guidelines and code of conduct for Public Service. People with disability and African males are more welcome to apply.
- ENQUIRIES** : Dr. K. Koranteng: Tel No: 032 541 92059269
- APPLICATIONS** : Applications to be forwarded to: Assistant Director: Human Resource Management, Osindisweni District Hospital, Private Bag X15, Verulam, 4340.
- NOTE** : it is the foreign applicant responsibility to provide the proof of SAQA verification of qualifications on application. Failure to comply will be subjected to not being considered or disqualified.
- CLOSING DATE** : 24 December 2021
- POST 43/174** : **DEPUTY DIRECTOR: AUDIT AND INTERNAL CONTROL: REF NO. G130/2021 (2 POSTS)**
Cluster: Risk Assurance Management Services
- SALARY** : R744 255 per annum (Level 11) (An all-inclusive MMS salary package)
- CENTRE** : Head Office:
- REQUIREMENTS** : Governance or a National Diploma in Financial Management/ Public Administration: Plus A minimum of five (5) years junior management experience in an Audit/ Risk Management/ Internal Control Environment; Plus Valid Code 8 Driver's License. 08).NB: All shortlisted candidates will be required to submit proof of work experience endorsed and Stamped by employer/s prior to the date of the interview. Recommendation Completion of an appropriate Management Development Programme will serve as an added recommendation. Previous work experience in Health sector will be an added advantage. Membership with the relevant professional body will be an added advantage. Knowledge, Skills, Training And Competencies Required:- To ensure that all audit related matters both internal and external inclusive of the KwaZulu- Natal Department Head Office and all institutions are addressed, undertaken and finalized as well as provide support to the Department with regards to the co-ordination of all related matters. Undertake Internal Control assessment assignment to ensure compliance with policies, prescript, procedures etc. at the Head Office as well as at institutions in the Department relative to all administrative and sector specific focus areas. Undertake follow-up audits at all institution and Head office components that were subjected to audits by the Auditor- General and the Internal Audit of the KwaZulu Natal Provincial Treasury. Assist managers of the Audited entities with the development and implementation of the necessary action plans/ control measures to address the weaknesses/risks in the control environment. Monitoring of the implementation of the developed action plans to assess the progress made in respect of addressing the matters raised. Conduct tests and evaluations on the effectiveness of the implemented corrective measures and where applicable revise the corrective measures to effectively address the weaknesses in the control environment. Collate, co-ordinate and prepare detailed reports/ responses to the Provincial Public Accounts Committee (SCOPA), to the Finance Portfolio Committee and to the Cluster Audit and Risk Committee. The ideal candidate must possess: Sound knowledge of the legislative prescripts with specific references to the Public Finance Management Act, Treasury Regulations, Public Services Act and other legislation governing the Public Service. The ability to perform within a stressful environment and deal with high work pressure and meeting tight deadlines. The ability to liaise effectively with clients and the relevant stakeholders. Proven initiative, decisiveness, dedication and the ability to acquire new knowledge swiftly. Analytical proven solving and report writing skills to an audit and internal control environment. Excellent interpersonal and communication

skills, both verbal and written. Possess sound knowledge of all administrative and sector specific discipline affecting the operations in a public sector health environment. Extensive knowledge of internal control and/or auditing. Be computer literate with proficiency in MS Word Software Applications. The ability to develop strategy and implement and monitor activities contributing to positive audit outcomes. Experience in developing, implementing and strengthening of internal controls. Planning, Organisational. Project Management, Presentation, and Report writing skills. Strong leadership and managerial skills. High levels of integrity, honesty and diligence. Further, the ideal candidates should be results driven with logical and methodical approach to achieving objectives.

DUTIES

: Key Performance Areas:- Job Purpose The incumbent of this post will report to the Director: Audit and internal Control, and will be responsible for the following:- Ensure the effective and efficient management and utilization of all resources attached to the component, inclusive of physical, financial and human resources. Manage all audit related matters emanating from both internal and external audits, inclusive of the facilitation, reporting and development of remedial activities. Review, research and develop strategies, policies process and system in line with applicable legislation/ frameworks for the strengthening of the internal control environment in the Department. Provide an audit liason function with all oversight committees, the Auditor-General and the Internal Audit unit of the KwaZulu Natal Provincial Treasury. Develop comprehensive Improvement Plans on significant audit findings/risks that were identified during audit and internal control assessments. Perform reviews of audits as well as internal control assessment reports as well as contributing expertise and industry knowledge to ensure that value is added. Ensure that all Internal Control Assessment that are conducted in terms of the Operational Plan are properly scoped, planned, appropriately resourced and executed through close liason with departmental managers.

**ENQUIRIES
APPLICATIONS**

: MISS TC Mngqithi Tel No: 033 328 4002
: All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 or Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower

**FOR ATTENTION
NOTE**

: Miss N Mnyandu
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of certificates, Identity Document and Driver's Licence. 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 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. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

CLOSING DATE

: 21 December 2021

<u>POST 43/175</u>	:	<u>ASSISTANT MANAGER NURSING PRIMARY HEALTH CARE REF NO: ITSH 21/2021</u>
<u>SALARY</u>	:	Grade 1: R624 216 - R702 549. per annum. Other benefit: 13 cheque, 12% rural allowance, home owners allowance (employee must meet prescribed requirements), Medical Aid (optional)
<u>CENTRE REQUIREMENTS</u>	:	Itshelejuba Hospital (Primary Health Care) Senior Certificate/ Grade 12 or Equivalent qualification, Degree/National Diploma in General Nursing and Midwifery. Post Basic qualification in Primary Health care. Current registration with SANC as a professional Nurse. A minimum of 9 years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. At least 7 years of the period referred above must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in the relevant speciality. At least 3 years of the period referred to above must be appropriate /recognisable experience at management level. Drivers licence. Proof of computer literacy with proficiency in MS Office software application (certificate must be attached). Valid driver's license. NB: 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 Management. Recommendation: Diploma/Degree in Nursing Administration. Knowledge, Skills And Competences Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks i.e. Nursing Act, Occupational Health & Safety Act, Patients' rights Charter, Batho Pele principles, Public Service Regulation, Grievance Procedures etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Team building and interpersonal relations. Good communication skills and Computer skills.
<u>DUTIES</u>	:	Key Performance Areas: Strategically lead and supervise PHC services to provide quality nursing care within the catchment area. Manage and supervise all PHC units involving all stakeholders. Ensure facilitation of an integrated planning and implementation of al services/programs aligning to those of the department. Ensure that all Priority Programs which include Community Base Model, CCMDD, NHI, OSS and District Development Model etc are implemented and managed accordingly. Facilitate the realization and maintenance of ideal clinic program. Analyse operational imperatives set in the National PHC package, National Norms and standard, Policies and guidelines for implementation of better outcomes. Ensure that nurses are practising in realization of relevant legislative policies and practices as according to SANC, professional and ethical practices. Facilitate data management. Manage all resources. Be in a position to operate under pressure including extended working hours. Monitor and evaluate staff performance in terms of Employee Performance Management Development System (EPMDS). Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Participate in operational Sukuma Sakhe. Support PHC re-engineering by ensuring that outreach teams are functional. Analyse and interpret statistics including PHC programme indicators.
<u>ENQUIRIES</u>	:	All enquiries should be directed to Ms JN Mthenjana Tel No: 034-4134000
<u>APPLICATIONS</u>	:	All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to the Human Resources Office at Itshelejuba Hospital
<u>NOTE</u>	:	Advertisement and accompanying notes must clearly capture the requirements and drivers licence (Where applicable) 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 Documents not more than three months. Failure to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will be acknowledged, however, only the shortlisted applications

will be advised of the outcome. If you have not heard from us two months after 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 South African Qualification Authority (SAQA) and to provide proof of such evaluation on the application. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

- CLOSING DATE** : 31 December 2021
- POST 43/176** : **OPERATIONAL MANAGER NURSING (PHC STREAM) REF NO: SHAK 01/2021 (1 POST)**
Component: Shakaskraal Clinic
- SALARY** : R571 242. per annum Plus 8% rural allowance 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/ Accoucheur, Current registration with SANC as General Nurse and midwifery /Accoucheur, Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, a minimum of 9 years appropriate/ recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Valid Code EB Driver's license (Code8) Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to her/his supervisees. Good communication, interpersonal relations, counseling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Co-ordination and planning skills Ability to assist in formulation of patient care related policies. Recommendations Valid Code EB Driver's license (Code8) Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached
- DUTIES** : Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control, management and allocation of Human and material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyze and interpret statistic including PHC Programme indicators. Participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and Core standards in the facility. Coordinate and manage the provision of the services to manage COVID19 pandemic. Support PHC re-engineering by ensuring that outreach teams are functional.
- ENQUIRIES** : Mr. AP Makhani (PHC Supervisor) Tel No: 032 - 5513686
- APPLICATIONS** : All Applications Should Be Forwarded To: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620 KwaDukuza 4450 OR Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450
- 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 copies of highest educational qualification/s, 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: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview. 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). Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. Persons with disabilities should feel free to apply for any of the advertised posts. 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 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. 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 The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)

- CLOSING DATE** : 24 December 2021
- POST 43/177** : **OPERATIONAL MANAGER NURSING (PHC STREAM) REF NO: MPU 01/2021**
Component: Mpumelelo Clinic
- SALARY** : R571 242. per annum Plus 8% rural allowance 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/ Accoucheur, Current registration with SANC as General Nurse and midwifery /Accoucheur, Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, a minimum of 9 years appropriate/ recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Valid Code EB Driver's license (Code8) Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to her/his supervisees. Good communication, interpersonal relations, counseling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling.Co-ordination and planning skills Ability to assist in formulation of patient care related policies. Recommendations Valid Code EB Driver's license (Code8)_Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached
- DUTIES** : Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control, management and allocation of Human and material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMSD.Deal with disciplinary and grievance matters including monitoring and

managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyze and interpret statistic including PHC Programme indicators. Participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and Core standards in the facility. Coordinate and manage the provision of the services to manage COVID19 pandemic. Support PHC re-engineering by ensuring that outreach teams are functional.

- ENQUIRIES** : Mr. AP Makhani (PHC Supervisor) Tel No: 032 - 5513686
- APPLICATIONS** : All Applications Should Be Forwarded To: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620 KwaDukuza 4450 OR Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450
- 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 copies of highest educational qualification/s, 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: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview. 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). Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. Persons with disabilities should feel free to apply for any of the advertised posts. 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 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. 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 The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)
- CLOSING DATE** : 24 December 2021
- POST 43/178** : **OPERATIONAL MANAGER NURSING (PHC) GRADE 1 REF CTK 08/2021(X01 POST)**
- SALARY** : R562 800 – R633 432.per annum13th cheque, Rural Allowance 8% of basic salary Medical aid and housing allowance Home owner’s allowance (optional and provided the incumbent meets the requirements)
- CENTRE** : Nokweja clinic
- REQUIREMENTS** : Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate), Degree / Diploma in General Nursing and midwifery Plus (1) year post basic qualification in, Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, A minimum of 9 years appropriate/ recognizable nursing experience after registration as General, Nurse of which 5 years must be appropriate/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached, Recommendation:- Valid Driver’s license (Code8), Computer certificate, Degree/Diploma in Nursing management and administration, Knowledge, Skills Training And Competencies Required Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to

<u>DUTIES</u>	:	her/his supervisees. Good communication, interpersonal relations, counselling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele, Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling. Co-ordination and planning skills, Ability to assist in formulation of patient care related policies Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control and allocation of Human, Financial and Material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyse and interpret statistic including PHC Programme indicators. Maintain intersectoral collaboration by participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and National Core standards in the facility. Support PHC re-engineering by ensuring that outreach teams are functional. Ensure quality data management is implemented and monitored at the clinic
<u>ENQUIRIES APPLICATION</u>	:	Ms. PNS Shezi Tel no: 039 834 7536
<u>FOR ATTENTION NOTE</u>	:	Direct your application quoting the relevant reference number to: The Assistant Director email: Zobusa.mhlongo@kznhealth.gov.za or hand delivered application at Human Resource Department on or before the closing time 16H00 forwarded to: Human Resource Manager, Private bag X 542,Ixopo, 3276. Or Hand delivered to: Christ the King Hospital, Human Resources Management, No 1 Peter Hauff Drive, Ixopo,3276 for Attention: MR. ZC Mhlongo.
<u>FOR ATTENTION NOTE</u>	:	Assistant Director: HRM, Mr. ZC Mhlongo
<u>FOR ATTENTION NOTE</u>	:	The following documents must be submitted and if not submitted the applicant will be disqualified forthwith, 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 Qualifications-not copies of certified copies. Curriculum Vitae, Certified copy of Identity Document – not copy of a copy, Certified Copy of drivers licence, The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (CTK 08/2021) NB: Failure to comply with the above instructions will disqualify the applicants. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be contacted. Due to financial constraints, No S&T claims will be compensated to shortlisted candidates. The appointment is subject to the positive outcome obtained from the State Security Agency to the following checks:(security checks, credit records, qualification, citizenship and previous experience verifications) This Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representatively at all levels of different Occupational categories in the hospital and Persons with disabilities should feel free to apply for the post/s.
<u>CLOSING DATE</u>	:	28 December 2021
<u>POST 43/179</u>	:	<u>OPERATIONAL MANAGER NURSING: SPECIALITY NURSING STREAM PN-B3- PAED/ICU REF: OPMAN (SPEC NURS STREAM) PICU/1/2021</u> Department: Paediatric-ICU
<u>SALARY</u>	:	R571 242 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 1 year post basic qualification (R212) Critical care Nursing Science) as required above. Current registration with SANC as General Nurse and Critical Nursing Specialist. A minimum of 9 years appropriate /recognisable 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/recognisable experience in the specific speciality after obtaining the 1-year post- basic qualification in the Critical care Nursing speciality.

Recommendation: Experience in Paediatric or Neonatal ICU will be an added advantage. Knowledge, Skills, Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. 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 organise own work, time and that of support personnel to ensure proper nursing care in the unit.

DUTIES

: Work as part of a multi-disciplinary team to ensure good nursing care. 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 project. Perform duties within the ambits of legal framework as required. Ensure compliance to professional and ethical practice. Work effectively and amicably at supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Participates in programs that are aimed at improving child health (CHIP) Perform duties as delegated by the supervisor and relief duties of the assistant nurse manager's office as requested.

ENQUIRIES APPLICATIONS

: Miss NO Mkhize Tel No: 031 240 1063
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03 Mayville 4058.

NOTE

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. 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 the selected candidates will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. It is the applicant's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims.

CLOSING DATE

: 20 December 2021

POST 43/180

: **OPERATIONAL MANAGER NURSING REF NO: SAP 13/2021**

SALARY

: R571 242 - R642 933.per annum Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)

CENTRE REQUIREMENTS

: Mobile Clinic (PHC)
 : Senior certificate/Grade 12 or equivalent Qualification Degree / Diploma in General Nursing and Midwifery PLUS Current registration with SANC as a Professional Nurse Plus Post Basic qualification with duration of at least 1 year in curative skills in Primary Health Care accredited with SANC Plus a minimum

of nine (9) years appropriate recognizable nursing experience after registration as professional with the SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate experience/recognizable nursing experience after obtaining the one year post basic qualification in Primary Health Care and Valid driver's licence. Educational qualification, certificate of service and professional registration certificate need not be certified as only shortlisted candidate will be requested to supply certified copies and proof of registration must be submitted together with your CV. Recommendations: Computer literacy. Skills: Demonstrate effective communication with patients, supervisors and other health professionals and junior colleagues including more complex reports when required. Work as part of the multi-disciplinary at unit level to ensure good nursing care by the nursing team. Work effectively, co-operatively amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patience promoting, advocating and facilitating proper treatment and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate basic computer literacy as a support tool to enhance service delivery.

DUTIES

: Key Performance Areas: Demonstrate an in depth understanding legislations and related legal and ethical nursing practices and how this impacts on service delivery's-ordinate and monitor the implementation of nursing care plan and evaluate thereof. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Provision of administration services. Maintain a constructive working relationship with nursing and other stakeholders. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Utilize human, material and physical resources efficiently and effectively. Demonstrate a basic understanding of HR and financial policies and practices. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care.

ENQUIRIES APPLICATION

: should be directed to Mr F Ntuli Tel No: 0398339001-8
 : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth .gov.za For Attention Human Resources Section, Hand delivered applications may be dropped in the application box at Security Department on or before the closing date before 16:00.

NOTE

: Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV (experience must be comprehensively detailed) qualification certificates plus registration certificates. Certificate of service endorsed by Human Resources. Educational qualification, certificate of service and professional registration certificate and driver's licence where appropriate 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. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to 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 foreign qualifications 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. "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.

CLOSING DATE

: 24 December 2021

<u>POST 43/181</u>	:	<u>OPERATIONAL MANAGER NURSING (HAST) REF NO: NMH/OMN/2021 (1 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R571 242 – R642 933. per annum Other Benefits: 13th Cheque/ Service Bonus Medical Aid: Optional homeowners Allowance: Employee must meet prescribed requirements. Rural Allowance 8%
<u>CENTRE REQUIREMENTS</u>	:	Niemeyer Memorial Hospital Standard 10 or Grade 12. Degree/Diploma in General Nursing, Midwifery, Community Health Nursing Science and Diploma in Health Assessment, Care and treatment. Registration with SANC as General Nurse Midwifery and primary health Care nurse. Current SANC receipt (2021) A minimum of 9 years appropriate/recognisable 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/recognisable experience in the specific specialty after obtaining the 1 – year post basic qualification in the relevant specialty. Previous work experience /Certificate of Service endorsed by your Human Resource Department. Recommendation: Nursing Administration Knowledge, Skills, Training and Competencies Required Extensive knowledge of National and Provincial Clinical protocol to be followed as management of clients within a PHC setting. Knowledge of Human Resource procedures in the Public Service and Conditions of Service. Communication and interpersonal relationship, monitoring, negotiating, coaching, problem solving skills, conflict resolution skills and counselling skills. Knowledge of Nursing care processes and procedures and other relevant legal frameworks such as Nursing Act, Occupation Health and Safety Act. Knowledge of Patient Rights Charter, Batho Pele Principles, National Core Standards, Disciplinary Code and Procedure, Grievance Procedure etc. Ability to prioritise issues and other work related matters and to comply with time frames. Ability to formulate patients care related policies, vision, mission and objective of the clinic. Leadership and supervisory skills.
<u>DUITES</u>	:	Key Performance Areas. Provision of administrative leadership in the management of resources equitable, efficiently and cost effective. Extensive knowledge in policies, guidelines that supports functionality of primary health care services. Implement NHI initiatives towards achieving quality of care and universal coverage. Provide leadership and supportive role in implementation of monitoring and sustainability of Ideal Clinic Realization and Maintenance. Implementation of quality improvement and improving of PHC Norms and Standards as National Core Standards. Develop Operational plan of HAST programme within the context of Integrated Clinical Service Management. Ensure implementation of HIV primary prevention strategies (HTS, Prep, MMC, Condom distribution) Implementation of 90-90-90 strategies towards improving of key population health and achieving quality of life. Ensure monitoring of staff performance through EPMDS system. Exercise control through discipline, conflict and grievance management. Ensure availability of updated Guidelines and policies for quality implementation Monitor constant availability of clinical support service supplies for the implementation of HAST services, Medical, pharmaceuticals and laboratory supplies. Monitor performance indicators as per facility operational targets, input on monthly, quarterly performance reviews. Conduct clinical audits as per clinical audit guideline Monitor HAST indicators from primary sources, Tier.net, ETR, EDR, Webb DHIS system Monitor and action all Tier.net line list as per guideline. Consolidate facility Nerve centre reports to input to the subdistrict performance Conduct HAST stakeholder meeting regularly to develop quality improvement plans Conduct facility performance reviews, data, verification and validation as per Data Management policy Management of patient complaints, waiting times and Patients Experience of Care to improve customer satisfaction. Conduct outreach campaigns and integrate with Health Calendar activities Liaise with internal and external stakeholders to improve on community integrated services delivery through OSS. NB: - Employment equity target African male
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. GN Nkosi 034 331 3011 closing date for applications: 24 December 2021 Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private BAG X1004, Utrecht, 2980
<u>NOTE</u>	:	Directions to Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website, Applicants must submit copies of qualification, identity document and driver's 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 interview following communication from HR. curriculum Vitae. NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g NMH/CPC2021. Please note due to large numbers of applications we envisage receiving, 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. NOTE: Please note that due to financial constraints there will be on payment for S&T claims. Employment equity target African male

- CLOSING DATE** : 24 December 2021
- POST 43/182** : **CLINICAL PROGRAMME CO-ORDINATOR (PMTCT AND NUTRITION) REF NO: ILE/03/2021 (1 POST)**
Component: HIV, AID, STI, ARV& VCT
- SALARY** : R450 939.per annum Benefits 13th Cheque, home owner's allowance, and Medical aid optional (Employee must meet prescribed conditions)
- CENTRE** : Ilembe Health District Office
- REQUIREMENTS** : Grade1: Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) Degree/Diploma in General Nursing &Midwifery, Current registration with SANC as General Nurse.A minimum of 7 years appropriate/recognizable nursing experience as a General Nurse. Valid Driver's License (Code 8).Recommendations-Supervision and management in a maternity setting. Advanced Midwifery. N.B Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached. Report writing abilities. Financial management skills. Leadership, organizational, decision making and problem solving abilities within the DHS framework. 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.
- DUTIES** : Ensure that clinical strategies to manage health conditions contained under the PMTCT and Nutrition programme are implemented in all Institutions/Facilities Monitor PMTCT and Nutrition indicators which measure health practices in institutions and communities and provide support and report on findings to district health management team by conducting support visits. Participate in district and sub- district perinatal review meetings. Assist facilities develop quality improvement plans for the PMTCT and Nutrition and ensure their implementation. Ensure availability of PMTCT and Nutrition guidelines in all the facilities Participate in quality improvement programmes reviews e.g. Ideal Clinic, Mother Baby Friendly Initiative, etc. Contribute to the development, implementation and monitoring of integrated District Operational plan for MNCWH programme. Participate in the development of the District HAST Business plan. Ensure efficient use of PMTCT and Nutrition budget by participating in the finance meetings .Represent the district in Nutrition and PMTCT meetings. Ensure highly motivated and well developed health care force by conducting trainings and continuous support visit. Provide support to health facilities so that the District achieve 100% Mother Baby Friendly Initiative (MBFI) accreditation. Provide mentorship and coaching to Nutrition Advisors, Dieticians, Nutritionists and Nurses. Advocate for PMTCT and Nutrition issues in all health platforms. Plan, organise and conduct community rallies and

events that convey health messages and practices which support elimination of vertical transmission of HIV quarterly. Network with other provincial departments and NGO's to provide support to the PMTCT and Nutrition programme

**ENQUIRIES
APPLICATIONS**

: MS TM Banda (Deputy District Director: IDHSD) Tel No: 032 – 437 3500
: All Applications Should Be Forwarded TO: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620 KwaDukuza 4450 OR Hand delivered to: 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450

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 copies of highest educational qualification/s, 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: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview. 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). Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. Persons with disabilities should feel free to apply for any of the advertised posts. 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 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. 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 The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)

CLOSING DATE

: 24 December 2021

POST 43/183

: **CLINICAL PROGRAMME CO-ORDINATOR (INFECTION CONTROL) REF NO: NMH/CPC/2021 (POSTS: 01)**

SALARY

: R450 939 – R507 531 per annum 13th Cheque/ Service Bonus Medical Aid: Optional homeowners Allowance: Employee must meet prescribed requirements. Rural Allowance 8%

**CENTRE
REQUIREMENTS**

: Niemeyer Memorial Hospital.
: Standard 10 or Grade 12.Degree/Diploma in general nurse and midwifery. A minimum of 7 years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in general nurse midwifery. Current proof of registration SANC receipt for (2021). Previous and current work experience /certificate of service endorsed by your human resource department. Knowledge, Skills, Training and Competences Required: Knowledge of Public service policies Act and regulations knowledge of SANC rules and regulations. Good communication leadership interpersonal and problem solving skill. Knowledge of code of conduct and labour relations. Ability to function well within the team. Conflict management and negotiation skills. Decision making and problem solving skill. Skill in organizing planning and supervising. Knowledge of batho pele and patient's right .Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills in basic programme. nursing care processes and procedures nursing statutes and other related legal framework .Knowledge and understanding of human right charter, batho Pele principle and labour relations act. Knowledge nursing act health act occupational health and safety act.

DUTIES

: Sustain infection prevention and control programme. Draft annual IPC operational plan. Draw and review implementation of the IPC vision and

		mission Facilitate appointment and review of IPC committee members annually ensure monthly infection prevention and control meetings are conducted. Review and implement IPC plan Conduct IPC audits, identify gaps/ infection control risks and compile quality improvement plans for discussions at IPC committee meetings. Develop and implement annual in-service training and orientation induction programme for clinical and non-clinical staff. Quarterly monitoring of progress on IPC programme and quality improvement plans recommendations. Monitor and evaluate nursing care and other practices in hospital & clinics Provision of infection control guidelines and protocols to hospital & clinics for implementation. Report on the incidence and prevalence of alert organisms and communicable diseases to the district CDC coordinator.
<u>ENQUIRIES</u>	:	Dr. SB Nkosi Tel No: 034 331 3011
<u>APPLICATIONS</u>	:	Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private BAG X1004, Utrecht, 2980
<u>NOTE</u>	:	Directions to Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website, Applicants must submit copies of qualification, identity document and driver's 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 interview following communication from HR. curriculum Vitae. NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g NMH/CPC2021. Please note due to large numbers of applications we envisage receiving, 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. Note: Please note that due to financial constraints there will be on payment for S&T claims. The employment equity target for this post is African male.
<u>CLOSING DATE</u>	:	24 December 2021
<u>POST 43/184</u>	:	<u>PROFESSIONAL NURSE (SPECIALITY) ADVANCED MIDWIFE REF NO. NKO 42/2021</u>
<u>SALARY</u>	:	Grade 1: R388 974 – R450 939.per annum Grade 2: R478 404 – R588 390. per annum Plus 12% Rural Allowance, 13th Cheque, Housing Allowance and Medical Aid Subsidy (Employee must meet the prescribed requirements)
<u>CENTRE</u>	:	Nkonjeni Hospital
<u>REQUIREMENT</u>	:	Grade 1: Diploma / Degree in General Nursing. 1 year post basic qualification in Advance Midwifery. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: Diploma / Degree in General Nursing. A 1 year post basic qualification in Advance Midwifery. A minimum of 14 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate/recognizable experience in Primary Health Care/Maternity after obtaining post basic qualification in Advanced Midwifery. Attach proof of working experience endorsed by Human Resource Department Knowledge, Skills, Training & Competence Required Knowledge of all applicable legislations such as Nursing Act, Mental, OH&S Act. Batho Pele principles and Patients' rights charter, Labors relations Act, Grievance Procedures. Leadership, organizational, decision making and problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory skills. Good interpersonal

DUTIES

relationship skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist formulation of patients care related policies.

: Provide quality comprehensive Maternity services by providing promotive, preventative, curative and health rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping of basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Initiate and lead all obstetric programs i.e. PPIP, PMTCT, CARMA, ESMOE etc. Supervision of patient's 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. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the unit Motivate junior staff regarding development in order to increase level of expertise and assist patients to develop a sense of self-care. Ensure data management and record keeping for the unit. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the department. Promote quality nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and practices. Plan, organize and conduct community rallies and events that convey health messages and practices which support health program strategies. To coordinate health services in conjunction with flagship interventions Ensure that clinical strategies to manage health conditions contained under the health programmes are implemented in Maternity institutions. Monitor indicators which measure health practices in the facility, provide support and report on findings to Maternity Operational manager. Network with other provincial departments and NGO's to maintain a referral service for community members inclusive of identity documents, home based care services. Analyze emerging health practices and trends and introduce remedial action in conjunction with health care specialists.

**ENQUIRIES
APPLICATIONS**

: Mr. Z.E. Zulu Tel No: 035 873 0013
: Please forward application quoting the reference number to The Human Resource Department, Nkonjeni Hospital, Private Bag X509, Mahlabathini, 3865 or hand delivered to Nkonjeni Hospital, Registry Department.

**FOR ATTENTION
NOTE**

: Mr. Z.P. Ndlela
: 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 .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. NB: - Please note that due to a large number of applications received, applications will not be acknowledged, however, successful applicants will be advised of the outcome of their application. Due to financial constraints S&T Claims and Resettlement / Relocation will not be considered. Accommodation will only be allocated when it is available

otherwise successful candidates must arrange their private accommodation prior to assumption of duty.-No interim accommodation in a form of Bed and Breakfast or Hotel Accommodation.

- CLOSING DATE** : 20 December 2021 (Late applications will not be accepted)
- POST 43/185** : **CLINICAL NURSE PRACTITIONER GRADE 1&2 ONE POST REF NO: ITSH 22/2021**
- SALARY** : Grade 1: R388 974 per annum.
Grade 2: R478 404 per annum, other benefit: 13 cheque, 12% rural allowance, home owners allowance (employee must meet prescribed requirements), Medical Aid (optional)
- CENTRE** : Itshelejuba Hospital (Mobile Clinic)
- REQUIREMENTS** : Senior Certificate/Grade 12 or Equivalent qualification, Degree/National Diploma in General Nursing and Midwifery plus one year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC as a General Professional Nurse and Primary Health care plus, a minimum of four (4) years appropriate/recognizable Nursing Experience as a General Nurse. **Grade 1:** A minimum of 4 years appropriate/ recognizable experience as General Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experiences as General Nurse. At least ten (10) of period must be appropriate/recognizable experience in PHC after obtaining the one year post basic qualification for the relevant specialty. NB: Certificate of service must be attached as proof of experience Knowledge, Skills and Competences Required: Knowledge and experience of Public Service Policies and Regulations. Sound Management and negotiation skills. Knowledge of Labour Relations. Clinical Competences. Knowledge of nursing care delivery approaches.
- DUTIES** : Key Performance Areas: Provide quality comprehensive Primary Health Care by promoting, preventative, Curative and rehabilitative services for the clients in community in line with PHC engineering. Perform clinical nursing practice in accordance with the scope of practice and nursing standards for primary health care. Provide 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 and assist patients and families to develop a sense of self care. Provide safe and therapeutic environment as laid down by the Nursing Acts, Occupational Health and Safety Acts and all other applicable prescripts. Plan and organise own work and that of support personnel to ensure proper nursing care, able to implement the institutional major incident (disaster) plan as required. Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give the guidance in support of the operational manager. Order and monitor appropriate level of consumables. Participate in clinical record audit and acts on GAPS identified. Work effectively, co-operatively and amicably with person of diverse intellectual, culture, 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 to Batho Pele Principles. Promote quality of nursing care as directed by standards at primary health care facilities. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. The incumbent will be expected to work extended hours: after hour on call services
- ENQUIRIES** : All enquiries should be directed to Ms JN Mthenjana Tel No: 034-4134000
- APPLICATIONS** : All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to the Human Resources Office at Itshelejuba Hospital
- NOTE** : Advertisement and accompanying notes must clearly capture the requirements and drivers licence (Where applicable) 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 Documents not more than three months. Failure to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after 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 South African Qualification Authority (SAQA) and to provide proof of such evaluation on the application. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

- CLOSING DATE** : 31 December 2021
- POST 43/186** : **CLINICAL NURSE PRACTITIONER (PHC STREAM) REF NO: BALL 01/2021 (1 POSTS)**
Component: Ballito Clinic
- SALARY** : Grade 1: R388974.per annum Plus 8% rural allowance
Grade 2: R478404.per annum Plus 8% rural allowance Benefits 13th Cheque, home owner's allowance, and Medical aid optional (Employee must meet prescribed conditions])
- CENTRE** : Ilembe Health District Office
- REQUIREMENTS** : Grade 1: Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and Primary Health Care plus, A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse.GR 2- Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC)Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills.Co-ordination and planning skills.Team building and supervisory skills, Good interpersonal relationship skill,Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.
- DUTIES** : Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock.Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, 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. Supervision of patients' 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. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of self-care. Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net, Assist with capturing patients on patient registration (HPRS) system. Support the realization and maintenance of Ideal Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.

- ENQUIRIES** : MRS R. Bhagwandin (Operational Manager Nursing: PHC Supervisor) Tel No: 032- 437 3600
- APPLICATIONS** : All Applications Should Be Forwarded To: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620 KwaDukuza 4450 OR Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450
- 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 copies of highest educational qualification/s, 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: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview. 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). Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. Persons with disabilities should feel free to apply for any of the advertised posts. 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 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. 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 The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)
- CLOSING DATE** : 24 December 2021
- POST 43/187** : **CLINICAL NURSE PRACTITIONER (PHC STREAM) REF NO: KEARS 01/2021**
Component: Kearsney Clinic (1 Post)
- SALARY** : Grade 1: R388974. per annum Plus 8% rural allowance
Grade 2: R478404.per annum Plus 8% rural allowance
- CENTRE** : Ilembe Health District Office Benefits 13th Cheque, home owner's allowance, and Medical aid optional [Employee must meet prescribed conditions]
- REQUIREMENTS** : **Grade 1:** Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and Primary Health Care plus, A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. **Grade 2** Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC)Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be

appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills, co-ordination and planning skills. Team building and supervisory skills, Good interpersonal relationship skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

DUTIES

: Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, 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. Supervision of patients' 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. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of self-care. Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net, Assist with capturing patients on patient registration (HPRS) system. Support the realization and maintenance of Ideal Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.

ENQUIRIES

: Mr. AP Makhani Operational Manager Nursing: (Phc Supervisor) Tel No: 032-437 3600

APPLICATIONS

: All Applications Should Be Forwarded To: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620 KwaDukuza 4450 OR Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450

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 copies of highest educational qualification/s, 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: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview. 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). Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. Persons with disabilities should feel free to apply for any of the advertised posts. 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 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. 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 The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)

- CLOSING DATE** : 24 December 2021
- POST 43/188** : **CLINICAL NURSE PRACTITIONER (PHC) - GRADE 01 REF NO: KCHC/CNP/ADVM/05/2021**
- SALARY** : R388 974 – R450 939 per annum Benefits: 13th cheque, Rural Allowance (provided the post meets the requirements), Home owners allowance (employee must meet the prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** : Kwa-Mashu Community Health Centre
: Basic R425 qualification – Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. One year post basic qualification in Midwifery and Neonatal Nursing Science (Advanced Midwifery). Current registration with SANC as a Professional Nurse (2021 SANC receipt). A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Proof of work experience (Certificate of service) endorsed by Human Resource department Knowledge, Skills And Competencies: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing act, Occupational health and safety act, Patients' rights charter, Bathe Pele principles, Public service regulations, Labor relations act, Disciplinary codes and procedures, Grievance procedure, Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. 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 counselling skills. Computer skills in basic programs.
- DUTIES** : Key Performance Areas: Implement the activities that are aimed at the reduction of infant, under five and maternal mortality. Implement activities aimed at the improvement of women's health. Ensure that high quality nursing care is rendered to all clients accessing maternal services in the facility taking into consideration that CARMA objectives; ESMOE; KINC; Helping Babies breath and IMCI programs are properly implemented. Implement BANC and other Antenatal care programs to enhance antenatal care to all pregnant women accessing care to the facility. Ensure that there is proper management and integration of HAST programs within the maternity unit of the facility. Manage the utilization and supervision of resources. Coordinate the provision of effective training and research, focusing on the programs aimed at the improvement of maternal and child health. Instill discipline, professionalism and work ethics among employees. Ensure compliance to quality, infection prevention and control (IPC) programs e.g. Ideal clinic realization and maintenance (ICRM) and Norms and Standards (N&S). Maintain a constructive working with the multi-disciplinary team members. Provide effective support to Nursing services e.g. assist with relief duties to nursing management. Actively participate in the tracing, screening and testing of COVID 19 cases.
- ENQUIRIES APPLICATIONS** : Mrs. L.N. Madikizela Tel No: 031 504 8435
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at the Security at the entrance at P61 Mkhivane Road, Kwa-Mashu, 4360 or emailed to Devan.Reddy@Kznhealth.gov.za (the original application must be produced when an applicant is shortlisted).
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. The applicants must submit copies of qualification, identity documents, certificates of service, professional registration certificates, driver's license and any other documents with your CV. Such copies need not be certified when applying for the post, the communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefor 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. 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 KCHC/CNP/AdvM/05/2021. E-mailed applications will be accepted. Attachments (i.e. signed Z83, CV, Qualification and etc.) for emailed applications must be limited to 5 megabytes in size (2 / 3 parts splitting accepted) and be as a PDF document. No word document will be acceptable. 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. Due severe budgetary constraints that the CHC is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The CHC has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty. Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021)

- CLOSING DATE** : 21 December 2021
- POST 43/189** : **ASSISTANT DIRECTOR: HRM REF NO: MOSV/AD: HRM/02/2021**
- SALARY** : R382 245.per annum Other Benefits: Medical Aid (optional). 13th Cheque, Housing Allowance (employee must meet the prescribed requirements)
- CENTRE** : Mosvold District Hospital
- REQUIREMENTS** : Senior certificate /STD 10/ Grade 12. A Bachelor degree/National Diploma in Human Resource Management/ Public Management/ Public Administration. At least 3-5 Years Supervisory experience in Human Resource Management Department. Certificate of Service endorsed by the Human Resource Office must be attached. Proof of current and previous working experience endorsed by Human Resource Manager must be attached. Recommendations A valid EB (8) Driver's License. Computer literacy: Ms software application PERSAL Certificates Knowledge, Skills, Training, Competence Required Broad Knowledge and understanding of Human Resource Management. In depth knowledge of relevant acts, policies and regulations in HR Management. Sound communication, analytical, decision making and presentation skills.Good knowledge and understanding Of Employee Performance Management and Development System, Labour Relations Human Resource Development, Disciplinary and Grievance Procedures. Good leadership, coaching, mentoring and personal skills. Sound knowledge of PERSAL and Financial Management.
- DUTIES** : Key Performance Areas: Manage all human resource components i.e. HR Practices, HR Planning and Development, staff Relations and Employee Health & Wellness for the hospital in order to ensure that high quality of service is being provided.Promote sound Employer-Employee Relationship and minimize conflict within the institution. Develop and implement effective human resource strategies and policies within the guidelines set by the Provincial Department of Health. Ensure proper compilation of Workplace Skills Plan. Ensure proper implementation of EPMDS within the Hospital. Ensure that advertising, recruitment, appointments and transfers are in accordance with the laid down policies and procedures. Advise managers on all aspects of Human Resource Management, organizational and staffing structures and reporting arrangements. Oversee and deal with misconduct, discipline and grievance procedure in the hospital in terms of Labour Relations Acts. Ensure that EAP programme is in place and attend to all staff wellness and occupational health issues of the institution Develop Human Resource Plan and Equity Plan for the hospital and ensure that plans are put into action. Ensure the effective, efficient and economical utilization of resources allocated to the institution including the development of staff. Provide regular inputs towards realization of ideal hospital concept and National Core Standard. Ensure functionality of HR Committees e.g. IMLC etc.
- ENQUIRIES** : DR. B Mung'omba Tel No: (035) 591 0122 EXT 104

- APPLICATIONS** : Please forward applications quoting reference number to: The Chief Executive Officer, Mosvold District Hospital, Private Bag X 2211, Ingwavuma, 3968 OR hand deliver to: Mosvold District Hospital, Administration Block Registry Department, Ingwavuma 3968. Email: benard.mungomba@kznhealth.gov.za
- 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. 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. Due to financial constraints S&T Claims will not be considered.
- CLOSING DATE** : 24 December 2021
- POST 43/190** : **PUBLIC RELATIONS REF NO: PMMH/PRO/01/2021**
- SALARY** : R382 245 – R450 255.per annum (Level 9)
- CENTRE** : Prince Mshiyeni Memorial Hospital
- REQUIREMENTS** : Qualification: Degree/ National Diploma in Public Relations. Other Inherent Requirements For The Job:-Valid Driver's License- code B (Code 08). Computer literacy certificate- skills in Microsoft Office package (Excel/ PowerPoint/ Word/ Outlook).Fluency in isiZulu and English languages. Copies of identity/ passport documents; all educational qualifications, professional registration certificates where applicable and certificate/s of service from previous employer/s must be attached and only the shortlisted candidates will be requested to submit the certified copies of their certificates and qualifications. Persons in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA).Experience Experience: 3 – 5 years' experience in a relevant environment. Certificate of service - Proof of work experience from previous and current work employer endorsed and stamped by Human Resource Manager must be attached. Knowledge, Skills, Training And Competencies Knowledge of relevant legislations governing the public service, practice notes and Batho Pele Principles. Excellent communication, computer, organising, planning, negotiation and problem solving skills. Ability to arrange and organise conferences, information sessions and interviews with media. Good communication skills both verbal and non-verbal Ability to establish, and promote relations with the media, staffs, patients, the public and other stake holders. Ability to promote and maintain a positive image of the hospital
- DUTIES** : Key Performance Areas: Identify publicity opportunities for the institution Workshop management on media communication. Sensitise business and patient communities of the role of the institution. Coordinate communication between the institutions and all stakeholders Coordinate special events Sensitise public of scope of work in the institution and involvement in the well-being of the institution Sensitise public to the referral pathway for patients Establish relationships with other hospitals and health facilities. Provide a good image of the hospital Meet with all stakeholders Implement effected documentation of information. Advice management on strategic communication matters. Communicate new developments and policies to staff Develop a crisis communication plan for the institution Develop an annual communication plan for difficult departments Update staff through notice boards, newsletters, information bulletins, circulars and memo's Ensure patient complaints are dealt with promptly and in an efficient and professional manner. Coordinate patient and other complaints within the Manage visits and delegation from health departments and outside agencies. Arrange patients' surveys. Supervise surveys of public interest e.g. patient satisfaction surveys Practice issues affecting patient dissatisfaction.
- ENQUIRIES** : MR Gbcte Khawula Tel No: 031 907 8506
- APPLICATIONS** : Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060
- FOR ATTENTION** : MR MC Kunene

NOTE : Please note that due to financial constraints, there will be no payment of S&T Claims. NB: Persons with disabilities, the African Male, Indian Male, Coloured Male / Female and White Male / Female are encouraged to apply for the post.

CLOSING DATE : 21 December 2021

POST 43/191 : **DIAGNOSTIC RADIOGRAPHER REF NO: GS 65/21 (X1 POST)**
Component - Radiology Department

SALARY : Grade 1: R322 746 per annum
Grade 2: R378 402 per annum
Grade 3: R445 752 per annum Other Benefits : 13TH Cheque, Medical Aid (Optional), Home Owner Allowance, Employee Must Meet Prescribed Requirements:

CENTRE REQUIREMENTS : Greys Hospital, Pietermaritzburg
: Senior Certificate or equivalent 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 2021/2022 as a diagnostic radiographer (Independent Practice) Certificates of service to be attached as proof of experience Experience: **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 Knowledge, Skills, Experience And Competencies: 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

DUTIES : 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.

ENQUIRIES APPLICATIONS : 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) 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 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 65/21. 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, Indian Male, White Male, Coloured Male

- CLOSING DATE** : 20 December 2021
- POST 43/192** : **DIETICIAN: REF NO: UMG01/45/21**
- SALARY** : Grade 1: R322 746 - R367 299 per annum
Grade 2: R378 402 – R432 684. per annum.
Grade 3: R445 752 – R540 954. per annum Benefits: 13th Cheque, home owner's allowance, and Medical aid optional [Employee must meet prescribed conditions
- CENTRE REQUIREMENTS** : Umgungundlovu Health District
: **Grade 1:** No experience required **Grade 2:** A minimum of 10 years appropriate experience in Dietitian after registration as Dietitian with HPCSA. **Grade 3:** A minimum of 20 years appropriate experience in Dietitian after registration as a Dietitian with HPCSA Proof of current and previous work experience endorsed by the employer must be attached. Knowledge, Skills, Training And Competencies Required:- Sound knowledge dietician principles including nutrition assessment and analysis .Sound knowledge of dietician principles including nutritional assessment and analysis. Sound knowledge of general clinical nutritional management. Excellent counselling skills Good verbal and written communication skills. Good interpersonal and team building skills. Ability to work under pressure and independently. Time management skills. Basic computer literacy in Ms. Word and Excel
- DUTIES** : Conduct Nutrition education and promotion activities. Conduct visits to health institutions and home visits for identified patients and support institutions in the area to develop appropriate nutrition support services for patients. Conduct training of staff to support implementation of quality nutrition services. Maintain health information statistics in line with Department of Health guidelines and policies. Plan and organize resources in line with budget allocations for Nutrition services. Implement quality improvement/assurance measures to maintain a high standard of Nutrition services. To make recommendations with regard to policies / procedures for the active functioning of dietetic. To ensure that nutrition care records of assessment, treatment and progress are maintained in accordance with HPCSA requirements. Service the nutrition needs of both in and out patients, and staff in a cost effective and appropriate manner within a multi-disciplinary team, including Mental Health Care Users (MHCU). Develop evidence based standard operating procedures for the nutrition care and management of MHCU. Provide Nutrition Technical support to Food Services in the facilities.
- ENQUIRIES APPLICATIONS** : MRS B Mkhize Tel No: 033 897 1000
: All applications should be forwarded to: The District Director Umgungundlovu Health District, Private Bag X 9124, Pietermaritzburg 3200 or Hand Deliver to: 171 Hoosen Haffejee Street (Burg street)
- FOR ATTENTION NOTE** : Human Resource Practices
: 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, copies of certificates, Identity Document and Driver's Licence. (Copies need not be certified; only shortlisted candidates for a post will be required to submit certified documents) 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. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. Note Preference Will Be Given To African Males. Due To Financial Constraints, There Will Be No Payment Of S&T Claims.
24 December 2021

CLOSING DATE

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