

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

OTHER POSTS

<u>POST 44/220</u>	:	<u>HEAD - CLINICAL UNIT (GERIATICS) REF NO: HCUGERIATICS/1/2021</u>
<u>SALARY</u>	:	R1 754 739 per annum, (All inclusive package excluding commuted overtime)
<u>CENTRE</u>	:	Inkosi Albert Luthuli Central Hospital
<u>REQUIREMENTS</u>	:	Qualification in the appropriate health science (MChB or equivalent) Current registration with the Health Professions Council of South Africa as a Medical Specialist –Physician and certified as an Geriatrician. A minimum of 3 years' appropriate experience as a Medical Specialist Geriatrician. Possession or studying towards PhD will be an advantage. Knowledge, Skills, Training And Competence Required: Sound knowledge of and experience in management of Geriatric syndromes. Knowledge of national and international demography, current health and public service legislation, regulation and policy including medical ethics, epidemiology and statistics. Good communication skills and decision making. Clinical, procedural and training skills in Geriatric Medicine Experience in working in multidisciplinary teams. Ability to teach and supervise junior staff Research principles. Counselling and conflict resolution skills. Leadership, administration and management skills. Demonstrate the ability to work as part of a multidisciplinary team.
<u>DUTIES</u>	:	Control and management of clinical services as delegated by the Head of Department. Maintain satisfactory clinical, professional and ethical standards related to these Services. Maintain necessary discipline over staff under his/her control. Attend to administrative matters as pertains to the unit and department. Conduct, assist and stimulate research. Training of undergraduate medical students, postgraduate medical students (internal medicine and sub-Speciality registrars in Geriatric Medicine) and allied Health Personnel in Geriatric Medicine and participation in formal teaching as required by the department. Promote community-orientated services and participate in outreach programmes. Conduct specialized outpatient clinics and provide expert opinion where required. After hours consultant cover for Geriatric Medicine at Inkosi Albert Luthuli Hospital. Assist with the setting of protocols for the management of Geriatric Giants and other age-related conditions. Assist with the development of clinical audit programmes in the hospitals in the above districts. Develop measures to ensure quality assurance for the Geriatric Medicine.
<u>ENQUIRIES</u>	:	Dr LP Mtshali Tel No. 031 2401124
<u>APPLICATIONS</u>	:	All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
<u>NOTE</u>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply certified copies and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate It is the applicant's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
<u>CLOSING DATE</u>	:	31 December 2021

<u>POST 44/221</u>	:	<u>MEDICAL SPECIALIST REF NO: MEDSPECORTHO /2/2021 (X1 POST)</u> Department: Orthopaedics
<u>SALARY</u>	:	Grade 1: R1 122 630 per annum (all-inclusive salary Package (excluding commuted overtime). Grade 2: R1 283 592 per annum, (all-inclusive salary package (excluding commuted overtime) Grade 3: R1 489 665 per annum, (all-inclusive salary package (excluding commuted overtime)
<u>CENTRE REQUIREMENTS</u>	:	Inkosi Albert Luthuli Central Hospital Applicants must be currently registered with the Health Professions Council of South Africa as a Specialist in Orthopaedic Surgery. Candidates must also have experience in managing severe trauma. Candidate must be able to operate independently on patients with orthopaedic trauma and uncomplicated elective orthopaedic patients requiring surgical treatment. Experience: Grade 1: The appointment to Grade I requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Medical Specialist in a normal specialty (Orthopaedics). Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa as Medical Specialist – Orthopaedics. Grade 2: Five (5) years post registration experience as a Medical Specialist -Orthopaedics with Health Professions Council of South Africa. Grade 3: requires Ten (10) years post registration experience after registration as Medical Specialist – Orthopaedics with Health Professions Council of South Africa. Recommendation: Experience with pelvic surgery (fracture management) is an advantage. Experience in a dedicated arthroplasty unit is an advantage (total hip and knee arthroplasty unit). Purpose of Post: This post is primarily designed to provide orthopaedic services under the direction of the head of department – both within IALCH, and the Metropolitan hospitals as required (outreach).
<u>DUTIES</u>	:	The individual will provide expert knowledge in the specialty of Orthopaedic Surgery. This encompasses primarily the assessment and treatment of patients requiring orthopaedic care. The candidate will also be responsible for teaching junior medical and paramedical staff. He is expected to engage in research and perform administrative functions as directed by the Head of Department. He will also participate in orthopaedic outreach programs within the framework of the Department of Health. After hours duties are mandatory. Provide orthopaedic care to patients with orthopaedic conditions, especially trauma. Provide orthopaedic services to the trauma unit and elective orthopaedic services. Be responsible for basic operations, especially for bone and soft tissue trauma. To supervise and teach new doctors in the treatment of orthopaedic conditions, especially trauma. Conduct Out-patient clinics in the hospital. Conduct patient management in the wards including both High Care and Intensive Care Unit and ensuring set standards are maintained. Doctors have to be available after hours to provide relevant emergency cover as required. Clerk all admissions and compile discharge summaries. Be responsible for all letters and assist patients with SASSA forms and medico-legal issues and forms. Conduct research in the field of Orthopaedics. The incumbent will also be responsible for teaching of medical, paramedical and nursing staff. Prepare and Attend Mortality and Morbidity meetings as required and forms. Conduct research in the field of Orthopaedics.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr PV Ryan Tel No: 031-240 2160 All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
<u>NOTE</u>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply certified copies and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate It is the applicant's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on

application. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

<u>CLOSING DATE</u>	:	31 December 2021
<u>POST 44/222</u>	:	<u>MEDICAL SPECIALIST – PAEDIATRICIAN- (GRADE 1, 2 AND 3) REF NO: GS 66/21</u> (Working in Critical Care & Tertiary/General Paediatrics) Component: Paediatrics & Child Health
<u>SALARY</u>	:	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.
<u>CENTRE</u>	:	Greys Hospital, PMB Metropolitan Hospital Complex (including Grey's, Harry Gwala Regional and Northdale Hospitals)
<u>REQUIREMENTS</u>	:	Senior Certificate or equivalent MBCHB OR equivalent qualification PLUS FC Paeds (SA) OR equivalent PLUS Current Registration with Health Professions Council of South Africa as a Medical Specialist in Paediatrics (or equivalent). Grade 1: Experience: Not applicable; Registration with the HPCSA as a Medical Specialist in Paediatrics. Grade 2: Experience: 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Paediatrics Grade 3: Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Paediatrics The Employment Equity Target For This Post Is: African Male, African Female, Coloured Male Recommendation: Ability to work in stressful, resource-limited environment Ability to work in a team & communicate well with other disciplines. Paediatric Critical Care experience Knowledge, Skills, Experience And Competencies: Specialist medical knowledge, skills & competence in Paediatrics and Child Health Current health and public service legislation, regulations and policy Medical ethics, epidemiology, research and statistics Medical education training and experience Research publications, research knowledge, skills & competence.
<u>DUTIES</u>	:	(Will cover clinical care, scholarship, professionalism, governance, administration & management) Participate in (direct, develop and manage) the provision of 24-hour paediatric emergency and critical care services (including Neonatal & Paediatric Intensive Care Unit/s) within the catchment population of the Pietermaritzburg Metropolitan Hospitals Complex (Grey's, Harry Gwala Regional & Northdale Hospitals).Participate in the provision of 24-hour in- and outpatient paediatric clinical care services within the Pietermaritzburg Metropolitan Hospitals Complex. This will include clinical duties on a rotational basis or as necessary in General Paediatrics, Intensive care units and support to other Paediatric sub-specialties. Participate in the departmental Outreach program to the catchment area Assist with clinical governance and the maintenance of standards of care and implementation of quality improvement programmes within the department. Assist with the supervision and support of registrars, medical officers, CSOs and interns in the department. Participate in the departmental academic and training programme/s, Assist with the administration of a component of the paediatric department in Pietermaritzburg Participate in the departmental activities for the development and training of undergraduate, post graduate and vocational students, including joining the University of Kwazulu-Natal (UKZN) as a member of the Faculty of Health Sciences, School of Clinical Medicine, Department of Paediatrics & Child Health Assist and participate in research activities as defined within.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr BL Dhada / MRS K Moses Tel No: (033) 897 3264 / 87
<u>FOR ATTENTION</u>	:	Applications to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200 Mrs M. Chandulal

<u>NOTE</u>	:	Directions To Candidates: The following documents must be submitted: a) Application for employment form (Z83) which is obtainable at any Government Department OR website b) Applicants must submit copies of qualifications, Identity document and drivers license (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the of the interview following communication from HR. 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 GS 66/21. 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.
<u>CLOSING DATE</u>	:	28 December 2021
<u>POST 44/223</u>	:	<u>DEPUTY MANAGER NURSING (LEVEL 1&2) REF NO: CL 06/2021</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R856 272 – R963 723 per annum Clairwood hospital Senior Certificate (Grade 12) Degree OR Diploma in General Nursing. A minimum of 09 (nine) years appropriate / recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 4 (Four) years of the period referred to above must be appropriate/recognizable experience Management level. Proof of previous experience and current employment experience (Certificate of Service) endorsed and stamped by Human Resource Office. Current registration with the SANC. Valid driver's licence EB (code 08) and Computer certificate. Recommendations: Degree/ Diploma in Management.
<u>DUTIES</u>	:	In depth knowledge and understanding of health related Acts, Regulations, Guidelines and other related policies such as Nursing Act and Regulations Health Act. Health Act and Code of Ethics. Knowledge and understanding of Professional practice of South African Nursing Council, Nursing standards of practice, Scope of Practice, Occupational Health and Safety Act and Mental Act. Knowledge and understanding of Legislative framework governing the Public services including: Skill Development Act, Public Service Regulations, Labour Relations Act, Grievance procedures and disciplinary procedures. Good Communication, report writing, facilitation, co-ordination, decision-making, leadership, negotiation, networking and interpersonal skills. Strategic planning, Responsiveness, Pro-activeness, Professionalism, Accuracy and Flexibility to work under pressure. Provide guidance towards the realisation of the strategic goals and objectives of the division Nursing Component by establishing the strategic direction of the component to ensure the alignment with its business plans and participating in the development of the hospital Strategic plan. Provide professional, technical and management support for the provision of quality patient care through proper management of Nursing care programs. Advocate and ensure promotion of nursing ethos and professionalism. Develop and monitor of policies, programme, regulation, practices, procedures and standards pertaining to Nursing care. Utilise information technology and other management information systems to manage nursing information for the enhancement of service delivery. Establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promotes efficient and effective health care. Manage and utilize resources i.e. human financial, physical and material in accordance with relevant directives and legislation. Establish, Supervise and maintain coordinated functioning of the Nursing service to ensure acceptable standards of patient care. Analyse staffing needs and develop a plan to meet the needs and continuously review, explore and utilization opportunities for professional development to enhance professional knowledge. Formulate and manage the component's budget against its strategic objectives and ensure proper utilisation thereof. Initiate and identify ways of containing health care costs without compromising standards. Facilitates formulation, reviewing policies, procedures and implementation

**ENQUIRIES
APPLICATIONS**

thereof. Ensure functioning quality improvement programmes in each component/ department. Monitor expenditure by putting into place relevant mechanism to ensure appropriate and economical use of resources.

Dr. O Francis Tel No: 031 451 5180

Applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mobeni 4060 or Hand deliver: 1 Higginson Mobeni, 4060

NOTE

The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates, the following documents must be submitted: Application for Employment form (Z83), obtainable at any Government Department or from website – www.kznhealth.gov.za. Copies of educational qualifications, Identity Documents and Curriculum Vitae, The reference number must be indicated in the column provided on the form Z83. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months after the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for the posts. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC)

CLOSING DATE

28 December 2021

POST 44/224

OPERATIONAL MANAGER NURSING (PHC) REF NO: GAM CHC 19/2021

SALARY

R571 242 – R642 933 per annum. Other Benefit(s): 13th Cheque Medical Aid (Optional) GEHS (employee must meet prescribed requirements) 12% rural allowance

**CENTRE
REQUIREMENTS**

Gamalakhe CHC- Margate Clinic

Senior Certificate/Matric Degree/Diploma in General Nursing and Midwifery that allows registration with SANC as a Professional Nurse. A post basic qualification with a duration of at least one (01) year accredited with SANC in Clinical Nurse Science, Assessment, Diagnosis, Treatment and Care. Proof of current registration with SANC (2021 receipt) Experience A minimum of 09 years appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty. Proof of previous and current work experience endorsed and stamped by Human Resource Department (certificate of service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Skills: Knowledge of SANC Rules and Regulations Knowledge of Legislative Framework and Departmental prescripts Leadership, organizational, Decision making, problem solving and interpersonal skills Basic financial management skills Knowledge of Human Resource Management Personal Attitude, Responsive, Professionalism, Supportive, Assertive and Team player. Communication skills and decision making skills. Leadership and supervisory skills.

DUTIES

Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how it impacts on service delivery. Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of Human Resource and Financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of the multidisciplinary team to ensure good nursing care at unit level by nursing team. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the facility. Display concern for patients, advocating and facilitating proper treatment and care and ensuring that the facility adheres to the principle of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery. Participate in the analysis and formulation of

nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate an understanding of Human Resource and Financial Management Policies and procedures. Monitor and evaluate the care and management of all patients through clinical audits and drawing quality improvement plans for the facility and ability to supervise Medical and Surgical emergencies and refer appropriately. Monitor implementation and performance on indicators on daily, weekly and monthly basis; provide feedback to management, analyse data and draw up quality improvement plan and implementation plan. Ensure quality data collection, validation and verification is done as per guidelines. Exercising control of discipline and any other labour related issues in terms of laid down procedures. Improve on complaints management and work towards reducing them. Ensure functionality of the Clinic committee programme so that community involvement and participation is achieved.

ENQUIRIES : Mrs. N.O Ndwendwe Tel No: 039 318 1113
APPLICATIONS : All applications should be forwarded to: The HR Manager Gamalakhe
 Community Health Centre Private Bag X 709, Gamalakhe, 4249
FOR ATTENTION : Human Resource Department
CLOSING DATE : 28 December 2021

POST 44/225 : **OPERATIONAL MANAGER NURSING: SPECIALTY NURSING STREAM**
PN-B3- CORONARY CARE UNIT REF NO: OPMAN (SPEC NURS STREAM)
CCU/1/2021
 Department: Coronary Care Unit

SALARY : R571 242 per annum, plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional

CENTRE : Inkosi Albert Luthuli Central Hospital
REQUIREMENTS : 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 Care Nursing Speciality. 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. 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 health of patients living with cardiovascular diseases. Perform duties as delegated by the supervisor and relief duties of the assistant nurse manager's office as requested.

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

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

CLOSING DATE

: 31 December 2021

POST 44/226

: **OPERATIONAL MANAGER NURSING (NIGHT DUTY SERVICES) REF NO: DANCHC 28/2021 (X1 POST)**

SALARY

: R571 242 - R642 933 per annum. Other Benefits 13th Cheque /Service Bonus. Medical Aid: Optional. Homeowners Allowance: Employee must met prescribed requirements. Inhospitable Allowance: 8%

CENTRE REQUIREMENTS

: Dannhauser CHC
 : Standard 10 or Grade 12. Basic R425 qualification (i.e. degree/diploma in General Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Post basic qualification with duration of at least 1 year in curative skills in Primary Health Care accredited with SANC. Current registration with SANC as a Professional Nurse. A minimum of 9 years appropriate / recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post-basic qualification in the relevant specialty. Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service and service record) must be attached. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care process, procedures and other legal framework. Basic knowledge of public service regulations. Disciplinary code, human resources policies hospital generic and specific policies. Leadership, supervisory and good communication skills. Good report writing and facilitation skills. Team building and cross cultural awareness. Conflict management and negotiation skills.

DUTIES

: Facilitate provision of comprehensive package of service at PHC level including priority programmes and Quality improvement Programmes. Develop clinic Operational Plan, monitor the implementation and submit progress reports. Participate in clinical audits in the facility and ensure implementation of the quality improvement plans supported by string work ethics. Ensure proper control and effective utilization of all resources including HR, Financial, vehicles and exercise care over government property at night. Supervise and ensure the provision of an effective and efficient care through adequate nursing care at night. Ensure Batho Pele principles, National Core Standards and Ideal Clinic priorities are implemented. Provide safe therapeutic environment that allows for practice of safe nursing care as; aid down by Nursing Act, Occupational Health and Safety Act. Ensure adverse event reporting as per protocol. Compile monthly, quarterly statistics and other reports.

ENQUIRIES APPLICATIONS

: Mrs M Ntseki Tel No: (034) 621 6119
 : Private Bag X 1008, Dannhauser, 3080 or be hand delivered to: Dannhauser CHC, No 7 Durnacol Road, Dannhauser, 3080.

FOR ATTENTION NOTE

: Mrs DBP Buthelezi-Assistant Director: HRM
 : Applications must be submitted on the prescribed application for employment form Z83 obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z83. A recent comprehensive CV, specifying all qualifications and experience, with respective dates and copies of qualifications (need not be certified) and ID must be attached. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous experience from Employers and

verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of 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. Preference Will Be Given To African Male 28 December 2021

CLOSING DATE

:

POST 44/227

:

OPERATIONAL MANAGER NURSING (PHC) REF NO: GAM CHC 20/2021

SALARY

:

R571 242 – R642 933 per annum. Other Benefit(s): 13th Cheque Medical Aid (Optional) GEHS (employee must meet prescribed requirements) 12% rural allowance

CENTRE

:

Gamalakhe CHC- Ntabeni Clinic

REQUIREMENTS

:

Senior Certificate / Matric Degree/ Diploma in General Nursing and Midwifery that allows registration with SANC as a Professional Nurse. A post basic qualification with a duration of at least one (01) year accredited with SANC in Clinical Nurse Science, Assessment, Diagnosis, Treatment and Care. Proof of current registration with SANC (2021 receipt) Experience A minimum of 09 years appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty. Proof of previous and current work experience endorsed and stamped by Human Resource Department (certificate of service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Skills: Knowledge of SANC Rules and Regulations Knowledge of Legislative Framework and Departmental prescriptions Leadership, organizational, Decision making, problem solving and interpersonal skills Basic financial management skills Knowledge of Human Resource Management Personal Attitude, Responsive, Professionalism, Supportive, Assertive and Team player. Communication skills and decision making skills. Leadership and supervisory skills.

DUTIES

:

Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how it impacts on service delivery. Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of Human Resource and Financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of the multidisciplinary team to ensure good nursing care at unit level by nursing team. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the facility. Display concern for patients, advocating and facilitating proper treatment and care and ensuring that the facility adheres to the principle of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate an understanding of Human Resource and Financial Management Policies and procedures. Monitor and evaluate the care and management of all patients through clinical audits and drawing quality improvement plans for the facility and ability to supervise Medical and Surgical emergencies and refer appropriately. Monitor implementation and performance on indicators on daily, weekly and monthly basis; provide feedback to management, analyse data and draw up quality improvement plan and implementation plan. Ensure quality data collection, validation and verification is done as per guidelines. Exercising control of discipline and any other labour related issues in terms of laid down procedures. Improve on complaints management and work towards reducing them. Ensure functionality of the Clinic committee programme so that community involvement and participation is achieved.

ENQUIRIES

:

Mrs. N.O Ndwendwe Tel No: 039 318 1113

APPLICATIONS

:

All Applications Should Be Forwarded To: The HR Manager Gamalakhe Community Health Centre Private Bag X 709, Gamalakhe, 4249

FOR ATTENTION

:

Human Resource Department

CLOSING DATE

:

28 December 2021

POST 44/228 : **PROFESSIONAL NURSE – SPECIALTY REF NO: DANCHC 27/2021 (X1 POST)**
Cluster: Maternity

SALARY : Grade 1: R388 974 – R440 939 per annum
Grade 2: R478 404 – R588 390 per annum
Other benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance: Prescribed requirements to be met. Inhospitable Area Allowance: 8%

CENTRE REQUIREMENTS : Dannhauser Community Health Centre
: Standard 10 or Grade 12, Proof of current registration with SANC (2020), Diploma/Degree in General Nursing, PLUS Midwifery; PLUS, One year post-basic Advanced Midwifery qualification accredited with SANC **Grade 1:** Minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nurse. At least 10 years of the period referred to the above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post-basic qualification in Advanced Midwifery. Registration with South African Nursing Council as the General Nurse and Midwife. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview .Knowledge, Skills, Training And Competencies Required:- Experience in maternity department, Knowledge of nursing care process and procedures and other legal framework, Basic knowledge of Public Service Regulations, Disciplinary code, Human Resource Policies; hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness Conflict management and negotiation skills.

DUTIES : Provision of quality patient care through setting of standards, policies and procedures. To provide nursing care that lead to improved service delivery by upholding Batho Pele principles and Patient's rights. Ensure and advocate for the provision and supervision of patient's needs. Improve perinatal mortality and morbidity through implementation of priority programmes; e.g. EMTCT, CARMA, MBFI and ESMOE. Provide and manage all resources within the unit cost effectively and ensure optimum service delivery. Provide quality nursing care for patients with obstetric emergencies. Ensure the provision of a safe and therapeutic environment for patients, staff and public through implementation of Infection Control and Prevention, Occupational Health and Safety Act and prevention of medico/legal risks. Create and maintain complete and accurate patient records and registers. Ensure the provision of accurate statistical information for data management. Assist in the Implementation of National Core Standards and IDEAL Clinic. Provide adequate and health education, awareness and involved in campaigns. Promote women's, mother and child health. Advocate for the Nursing Profession by promoting Professionalism and Nursing Ethics.

ENQUIRIES APPLICATIONS : Mrs M Ntseki Tel No: 034 – 621 6119
: Private Bag X 1008, Dannhauser, 3080 Or be hand delivered to: Dannhauser CHC, No 7 Durnacol Road, Dannhauser, 3080.

FOR ATTENTION NOTE : Mrs DBP Buthelezi-Assistant Director: HRM
: Applications must be submitted on the prescribed application for employment form Z83 obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z83. A recent comprehensive CV, specifying all qualifications and experience, with respective dates and copies of qualifications (need not be certified) and ID must be attached. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of 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. Preference Will Be Given To African Male

CLOSING DATE : 28 December 2021

SALARY

: Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 – R588 390 per annum

CENTRE

: Durnacol Clinic

REQUIREMENTS

: Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. NB: Applicants are required to submit proof of current and previous work experience/ Certificate of Service endorsed and stamped by Human Resources **Grade 1:** Experience A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements. Inhospitable Allowance: 8% Knowledge, Skills, Training and Competencies required for the Post Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

DUTIES

: Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

ENQUIRIES

: Mrs M Ntseki Tel No: (034) 621 6119

APPLICATIONS

: Private Bag X 1008, Dannhauser, 3080 or be hand delivered to: Dannhauser CHC, No 7 Durnacol Road, Dannhauser, 3080.

FOR ATTENTION

: Mrs DBP Buthelezi-Assistant Director: HRM

NOTE

: Applications must be submitted on the prescribed application for employment form Z83 obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z83. A recent comprehensive CV, specifying all qualifications and experience, with respective dates and copies of qualifications (need not be certified) and ID must be attached. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their

applications were unsuccessful. Applicants in possession of 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. Preference will be given to African Male 28 December 2021

CLOSING DATE

POST 44/230

CLINICAL NURSE PRACTITIONER GR 1, 2 REF NO: GAM CHC 21/2021

SALARY

Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Other Benefits 13th Cheque Medical Aid (Optional), Housing allowance (employee must meet prescribed requirements) 12 % rural allowance Uniform allowance

CENTRE REQUIREMENTS

Gamalakhe CHC
STD 10 Certificate Degree / Diploma in General nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Current Registration with SANC (2021 Receipt) Previous and current proof of experience endorsed by Human Resource must be attached (with complete dates, months and year) Experience: **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing, after registration as a Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General nursing of which 10 years must be experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills And Competencies Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counselling. Financial and budgetary knowledge. Good in-sight of procedures and policies pertaining to nursing care. Computer skills in basic programs.

DUTIES

Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services. 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. Conduct outreach services with the aim of improving health outcomes. Motivate staff regarding development in order to increase level of expertise in assisting clients and families to develop a sense of self care. Formulate strategies of retaining client and bringing them back to care. Demonstrate effective communication with clients, supervisors and other stakeholders. Ensure proper utilization and management of all resources. Demonstrate understanding in managing of facility planned projects. Ensure Integration of health services. Assist the Operational Manager with overall management and necessary support for effective functioning of HTA team. Implement health programmes within the PHC package in accordance with set standards. Monitor performance and health outcomes against the set targets. Strengthen and ensure implementation of Ideal clinic strategies Encourage research by assisting in departmental projects and always ensuring the community needs, are taken into account. Assist the unit manager with overall management and necessary support for effective functioning in the facility. Participate in clinical records audits. Advocate for Nursing Ethics and Professionalism.

ENQUIRIES

Ms. G.B. Tshiseka Tel No: 039-318 1113

APPLICATIONS

All applications should be forwarded to: The HR Manager Gamalakhe Community Health Centre Private Bag X 709, Gamalakhe, 4249.

FOR ATTENTION

Human Resource Department

CLOSING DATE

28 December 2021

POST 44/231

CLINICAL NURSE PRACTITIONER - (FRANKLIN CLINIC) REF NO: EGUM 06/2021 (X1 POST)

(Re-Advertisement), Applicants that applied before must re-apply for the post.

SALARY

Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 – R588 390 per annum
Plus 13th cheque/service bonus plus Rural allowance 8% plus Home owners allowances: Employee must meet prescribed requirements plus Medical Aid (Optional)

CENTRE

E G & Usher Memorial Hospital

REQUIREMENTS

: Matric/Senior Certificate or equivalent. Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse, 1 (One) year post basic qualification in Primary Health Care accredited by SANC. Proof of current registration with South African Nursing Council as a General Nurse, Midwife and Primary Health Care Nurse (SANC Receipt for 2021). Proof of current and previous experience endorsed and stamped by Human Resource (Service Certificate) must be attached. **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** A Minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse in General Nursing of which at least (10) years of the period must be appropriate / recognized experience after obtaining one year Post Basic Qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures. Knowledge of SANC Rules and Regulations and other relevant Legal Framework, Knowledge of Quality Assurance programmes, Batho-Pele Principles, Patient Rights Charter. Human Resource Management and Basic Financial Management skills. Leadership, Supervisory and Report writing skills. Good Communications, counselling, interpersonal relations, conflict management, decision making and problem solving skills. Recommendation: Valid driver's licence code 08 (B) /10 (C1).

DUTIES

: Ensure proper utilization and safekeeping of basic medical equipment, surgical stock and pharmaceutical stock. Provide quality comprehensive Primary Health Care by providing promotive, preventive, curative and rehabilitative services for the clients and the community. Assist in the orientation, induction and monitoring of all clinic staff. Improve the knowledge of staff and patients through health education and in-service training. Provide direct and indirect supervision of all clinic staff and to give guidance. Execute duties and functions with proficiency and perform duties according to scope of practice and by upholding the principles of Batho Pele. Implement Infection Control Standards and practices to improve the quality of nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Use data to improve service delivery. Maintain a constructive working relationship with nursing and other stakeholders. Ability to plan and organise own work and that of support personnel to ensure proper nursing care in Clinic facility. Support the realisation and maintenance of Ideal Clinic Programme in the facility.

ENQUIRIES

APPLICATIONS

: Ms. NB Dladla Tel No: 039 - 797 8100

: Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available).

FOR ATTENTION

NOTE

: Human Resource Department

: The following documents must be submitted: Application for Employment Form (New Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. Due to the National Level 1 Lockdown implementation, applicants are still required to submit their applications copies of highest educational qualifications, Identity document, Driver's License (where applicable) and any other relevant qualifications without being certified. In addition, all shortlisted applicants will be requested to bring originals. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 05/2021. NB: Failure to comply with the above instructions will disqualify applicants. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applications in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, Please accept that your application has been unsuccessful. Please note that the target group in terms of the Employment Equity Target for this post is as follows: African Male, People with disabilities should feel free to apply NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.

- CLOSING DATE** : 28 December 2021 @ 16H00 afternoon
- POST 44/232** : **ASSISTANT DIRECTOR: FINANCE REF NO: HRM 56/2021 (X1 POST)**
Directorate: Finance
- SALARY** : R382 245 - R450 255 per annum (Level 09). 13TH Cheque, Medical Aid (Optional), Home Owner Allowance on application, Employee must meet prescribed requirements
- CENTRE** : King Edward VIII Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. Qualification, degree/national diploma in Public administration/management. 3 to 5 tears of supervisory experience in Patient administration/Systems department. Recommendation: Certificate of service from previous and current employer endorsed by the HR department. Computer literacy (proof to be attached) and driving license. Knowledge, Skills, Training and Competencies Required: Knowledge of all applicable legislation and guidelines, procedures governing patient administration in the public sector. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Ability to formulate patient care related policies. Sound knowledge of the National Core Standards and data management.
- DUTIES** : Manage the following areas to ensure optimal and cost effectiveness Patient Administration, Medical records and mortuary services. Monitor the generation of revenue in accordance with the Public Finance Management Act, fees manual and other polices. Ensure that polices at Patient Administration are formulated, evaluated, analyses and implemented effectively Ensure compliance with all statutory regulations and policies. Assist in ensuring that the hospital has appropriate and effective monitoring systems in place to guarantee value for money and high quality services to all clients. Monitor staff appraisal in line with E.P.M.D.S To train, develop and monitor staff in order to improve quality service delivery. Co-ordinate the drawing of strategic plans, business plans and operational plans in the patient administration department. Ensure that controls are in place to prevent the abuse of state property, theft and corruption. Maintain effective and efficient utilization of all allocated resources. Ensure that patients are registered timeously and proceed to their clinics. Conduct regular internal audits within Patient Administration, Medical records and Mortuary departments.
- ENQUIRIES** : Mr. P. Mkhize Tel No: 031 360 3033
- APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013
- 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. ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T Claims. (This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Person with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)
- CLOSING DATE** : 28 December 2021
- POST 44/233** : **PROFESSIONAL NURSE (GENERAL) GR 1, 2, 3 REF NO: GAM CHC22/2021 (X2 POSTS)**
- SALARY** : Grade 1: R260 760 per annum
Grade 2: R320 703 per annum
Grade 3: R388 974 per annum

		Other Benefits 13 th Cheque Medical Aid (Optional) Housing allowance (employee must meet prescribed requirements) 12 % rural allowance Uniform allowance
<u>CENTRE REQUIREMENTS</u>	:	Gamalakhe CHC-Ntabeni Clinic
	:	STD 10 Certificate Degree/Diploma in General Nursing and Midwifery that allows registration with SANC as a Professional Nurse. Current Registration with SANC (2021 Receipt) Experience: Grade 1: No experience required. Grade 2: A minimum of 10 years appropriate recognisable experience in Nursing after registration as a Professional Nurse with the South African Nursing Council. Grade 3: A minimum of 15 years appropriate recognizable experience in Nursing after registration as a Professional Nurse with the South African Nursing Council Knowledge, Skills and Competencies Knowledge of SANC Rules and Regulations Knowledge of Legislative Framework and Departmental prescripts Good interpersonal skills Team building and supervisory. Communication skills and decision making skills. Knowledge of COVID19 protocols.
<u>DUTIES</u>	:	Provision of optimal holistic specialized nursing care self-standards within professional framework. Assist in planning, organizing and monitoring of objectives of specialized unit within the facility. Manage all resources within the facility, effectively and efficiently to ensure optimum service delivery. Demonstrate a basic understanding of Human Resource and Financial policies and practices. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern to patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs and expectations. (Batho-Pele) Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Participate in teaching of staff and mothers/relatives and mentorship of junior staff and trainees. Implement plan of action in Emergency situations according to protocols and guidelines. Ensure that MCWH and MBFHI programs are properly implemented. Conduct audits and implement quality improvement plans. Promote and ensure good work ethics within the facility.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. N.O Ndwendwe Tel No: 039 318 1113
	:	All applications should be forwarded to: The HR Manager Gamalakhe Community Health Centre Private Bag X 709, Gamalakhe, 4249
<u>FOR ATTENTION CLOSING DATE</u>	:	Human Resource Department
	:	28 December 2021
<u>POST 44/234</u>	:	<u>PROFESSIONAL NURSE (GENERAL) GR 1, 2, 3 REF NO: GAM CHC 23/2021 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R260 760 per annum Grade 2: R320 703 per annum Grade 3: R388 974 per annum Other Benefits 13 th Cheque Medical Aid (Optional) Housing allowance (employee must meet prescribed requirements) 12 % rural allowance Uniform allowance
<u>CENTRE REQUIREMENTS</u>	:	Gamalakhe CHC-Gcilima Clinic
	:	STD 10 Certificate Degree/Diploma in General nursing and Midwifery that allows registration with SANC as a Professional Nurse. Current Registration with SANC (2021 Receipt) Experience: Grade 1: No experience required. Grade 2: A minimum of 10 years appropriate recognisable experience in Nursing after registration as a Professional Nurse with the South African Nursing Council. Grade 3: A minimum of 15 years appropriate recognizable experience in Nursing after registration as a Professional Nurse with the South African Nursing Council Knowledge, Skills and Competencies Knowledge of SANC Rules and Regulations Knowledge of Legislative Framework and Departmental prescripts Good interpersonal skills Team building and supervisory. Communication skills and decision making skills. Knowledge of COVID19 protocols.
<u>DUTIES</u>	:	Provision of optimal holistic specialized nursing care self-standards within professional framework. Assist in planning, organizing and monitoring of objectives of specialized unit within the facility. Manage all resources within the facility, effectively and efficiently to ensure optimum service delivery. Demonstrate a basic understanding of Human Resource and Financial policies and practices. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern to patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs and expectations. (Batho-Pele) Demonstrate effective communication with patients, supervisors and other

clinicians including report writing when required. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Participate in teaching of staff and mothers/relatives and mentorship of junior staff and trainees. Implement plan of action in Emergency situations according to protocols and guidelines. Ensure that MCWH and MBFHI programs are properly implemented. Conduct audits and implement quality improvement plans. Promote and ensure good work ethics within the facility.

ENQUIRIES
APPLICATIONS

: Mrs. N.O Ndwendwe Tel No: 039 318 1113
: All applications should be forwarded to: The HR Manager Gamalakhe
Community Health Centre Private Bag X 709 Gamalakhe 4249 (For Attention:
Human Resource Department)
: 28 December 2021

CLOSING DATE