

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

The Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer and is committed to the promotion of diversity and equity in employment. Women and people living with disabilities are encouraged to apply. The Department of Agriculture and Rural Development reserves the right not to fill any advertised post.

OTHER POSTS

- POST 22/138** : **SENIOR PROJECT MANAGER REF NO. SSC31/2022**
- SALARY** : R882 042 per annum (Level 12), all-inclusive salary, MMS package
CENTRE : Cedara – Head Office
REQUIREMENTS : An Agricultural related / Quantity Surveying / Engineering Bachelor's Degree at NQF level 7 plus a SAQA recognised qualification in Project Management and a valid code EB driver's license. 3 years' junior management experience in a Project Management Environment. Sound knowledge of the RSA Constitution, White Paper on Agriculture for KZN, 1996, Norms & Standards for Extension and Advisory Services, Strategy for Agrarian Transformation in KZN, Agricultural Policy Action Plan, National Development Plan, Provincial Growth and Development Plan, Public Service Act, Public Service Regulations, PFMA, Labour Relations Act, EPMDs, Community Development, Public Participation, Community Outreach, Project Management Principles, Social dynamics of KZN Communities. Service Delivery Frameworks and Treasury Regulations. Language skills, listening skills, presentation skills, analytical thinking, interpersonal relations, computer skills, strategic planning skills, organisational skills, research skills, analytical skills, leadership skills, financial management skills, time management skills, report writing skills, problem solving skills, communication skills, conflict management skills, change management skills, self-disciplined and ability to work under pressure with minimum supervision, project management skills, people management skills, relationship management skills and decision making skills.
- DUTIES** : Coordinate and facilitate planning of all agricultural projects including the approval process. Monitor, evaluate and report on the implementation of agricultural projects. Ensure the provision and coordination of administration and other related services pertaining to projects. Develop and ensure implementation of policies and strategies related to agricultural projects. Manage resources of the sub-directorate.
- ENQUIRIES** : Mr ME Ngcobo Tel No: 082 461 8728
APPLICATIONS : All applications must be addressed to the Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
- CLOSING DATE** : 07 July 2022
- POST 22/139** : **STATE VETERINARIAN REF NO: SSC32/2022**
- SALARY** : R744 255 per annum (Level 11), (all-inclusive salary MMS package)
CENTRE : Umgungundlovu District (Pietermaritzburg)

<u>REQUIREMENTS</u>	:	An NQF 8 Bachelor of Veterinary Science degree plus registration with the South African Veterinary Council (SAVC) as a veterinarian and a valid code EB driver's license. 1 – 2 years' post qualification relevant experience. Sound knowledge of the Veterinary and Para-Veterinary Professions Act, Animal Disease Act, Animal Identification Act, Animal Health Act, RSA Constitution, Public Service Act, Public Service Regulations, PFMA, Labour Relations Act, EPMDS, BCEA, Community Development, Public Participation, Community Outreach, Project Management Principles and Social dynamics of KZN Communities. Language skills, listening skills, presentation skills, analytical thinking, interpersonal relations, computer skills, strategic planning skills, organisational skills, research skills, analytical skills, leadership skills, financial management skills, time management skills, report writing skills, problem solving skills, communication skills, conflict management skills, change management skills, self-disciplined and ability to work under pressure with minimum supervision, people management skills, decision making skills, facilitation skills and project planning skills.
<u>DUTIES</u>	:	Ensure the prevention and control of animal disease. Improve animal health and production by extension and training in disease control methods to communal farmers. Provide primary animal health care and clinical services. Issue import, export certification permits for movement control. Provide veterinary technical support to livestock projects. Provide mentorship to veterinarians serving compulsory community service. Manage financial, human and asset resources.
<u>ENQUIRIES</u>	:	Dr. MS Masimege Tel No: 039 – 682 2045
<u>APPLICATIONS</u>	:	All applications must be addressed to the Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
<u>NOTE</u>	:	Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<u>CLOSING DATE</u>	:	07 July 2022
<u>POST 22/140</u>	:	<u>STATE VETERINARIAN (EXPORT CONTROL) REF NO: SSC33/2022 (X2 POSTS)</u>
<u>SALARY</u>	:	R744 255 per annum (Level 11), (all-inclusive salary MMS package)
<u>CENTRE</u>	:	Hilton
<u>REQUIREMENTS</u>	:	A BVSc degree, registration with the South African Veterinary Council (SAVC) as a veterinarian and a valid driver's license. 2 years' post qualification veterinarian experience. Sound knowledge of the RSA Constitution, PFMA, Public Service Regulations, international agreements, conventions and bilateral agreements relating to phytosanitary, sanitary and food quality matters, relevant animal health legislation and regulations, norms and standards, export and import programmes and their requirements, good governance and Batho Pele principles, EPMDS, government decision making processes, diversity management and government systems and structure. Ability to communicate well and interact with people at different levels, planning skills, management and organising skills, creativity, interpersonal skills, problem solving skills, interpretation skills, analytical skills, listening skills, computer literacy and report writing skills.
<u>DUTIES</u>	:	Inspecting and auditing registered export facilities and performing associated export facilitation functions, inspecting and auditing registered abattoirs in terms of the Meat Safety Act (Act 40 of 2000), develop, analyse and audit policies, norms, standards and legislation for Veterinary Services. Render

		veterinary services through the implementation of the relevant legislation. Provision of training, development and awareness programmes (extension and outreach services) to community with regards to Veterinary Services. Perform administrative and related functions.
<u>ENQUIRIES</u>	:	Dr. SL Chisi Tel No: 033 – 347 6278
<u>APPLICATIONS</u>	:	All applications must be addressed to the Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
<u>NOTE</u>	:	Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified
<u>CLOSING DATE</u>	:	07 July 2022
<u>POST 22/141</u>	:	<u>ASSISTANT DIRECTOR: INTERNAL COMMUNICATION REF NO: SSC34/2022</u>
<u>SALARY</u>	:	R382 245 per annum (Level 09)
<u>CENTRE</u>	:	Cedara – Head Office
<u>REQUIREMENTS</u>	:	A National Diploma/Degree in Communication / Public Relations / Journalism and a valid driver's license. 3 years' experience in Communication/ Public Relations/ Journalism. Sound knowledge of communication and public relations, campaign planning and implementation, event management, monitoring and evaluation, generic management process, Public Service Acts and Policies, RSA Constitution, Communication Policy, external communication, exhibitions, communication campaign, project management, advertising and Minimum Security Information Standard. Computer literacy, research skills, monitoring and evaluation, language proficiency – English and Zulu, problem solving skills, financial management, decision making, leadership , strategic communication, project management, listening skills, time management, presentation and digital skills.
<u>DUTIES</u>	:	Implement internal communication campaigns support services. Effectively implement the department's website content. Provide internal publication support. Render language support services. Provide social media communication support. Manage resources of the division.
<u>ENQUIRIES</u>	:	Mr FV Zuma Tel No: 082 419 2887
<u>APPLICATIONS</u>	:	All applications must be addressed to the Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
<u>NOTE</u>	:	Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified

<u>CLOSING DATE</u>	:	07 July 2022
<u>POST 22/142</u>	:	<u>VETERINARY PUBLIC HEALTH OFFICER REF NO: SSC35/2022 (X3 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R321 543 per annum (Level 08) Hilton A National Diploma/Degree in Environmental Health or Public Health. Registration with the Health Professional Council of South Africa or relevant professional body and a valid driver's license. Sound knowledge of the Meat Safety Act 40 of 2000, abattoir inspection, HAS (Hygiene Assessment System) and the Hygiene Monitoring System. Language skills, listening skills, computer skills, organizational skills, time management, communication skills, relationship management and acceptance of responsibility.
<u>DUTIES</u>	:	Ensure meat hygiene and food safety. Ensure legislative compliance through awareness campaigns, extension practices and law enforcement (to public, existing and proposed clients regarding food safety). Ensure compliance with legislation, national and international export requirements (individual export or district export facilities and international trade requirements). Perform administrative and related functions.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. SL Chisi Tel No: 033 – 347 6278 All applications must be addressed to the Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
<u>NOTE</u>	:	Applications for the above posts must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<u>CLOSING DATE</u>	:	07 July 2022
<u>POST 22/143</u>	:	<u>AGRICULTURAL TRAINING OFFICER: ANIMAL PRODUCTION (X2 POSTS)</u>
<u>SALARY CENTRE</u>	:	R321 543 per annum (Level 08) Cedara College of Agriculture and Owen Sitole College of Agriculture (OSCA): Ref No: SSC36/2022 (Cedara) Ref No: NSC08/2022 (OSCA)
<u>REQUIREMENTS</u>	:	A Degree/National Diploma/Diploma/Degree (NQF level 6) in Agriculture specialising in Animal Production and a valid driver's license. 3 years' experience in the field of Animal Production. Sound knowledge of Animal Production. Training skills, presentation skills, organizational skills, computer skills, communication (verbal and written), language skills, interpersonal relations, time management, report writing and problem-solving skills.
<u>DUTIES</u>	:	Provide relevant practical and theoretical training. Contribute towards quality assurance in teaching and learning. Provide functional information and advice. Perform administrative and related duties.
<u>ENQUIRIES</u>	:	Mrs T. Sithole Tel No: 033 – 355 9149 (Cedara) Ms M Dube Tel No: 035 – 795 1345 (OSCA)
<u>APPLICATIONS</u>	:	All applications for ref. no. SSC36/2022 must be addressed to the Head of Department and should preferably be hand delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245. All applications for ref. no. NSC08/2022 must be addressed to the Head of Department and should preferably be hand delivered or couriered to Lot no. 11634, Corner of via Verbena and Loop Street, Veldenvlei, Richards

- Bay, 3900. Applications may also be posted to Private Bag x1048, Richards Bay, 3900
- NOTE** : Applications for the above posts must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. CANDIDATES who failed to comply with the above instructions will be disqualified
- CLOSING DATE** : 07 July 2022
- POST 22/144** : **ADMINISTRATION OFFICER: ANALYTICAL SERVICES LABORATORY (REF NO: SSC37/2022)**
- SALARY CENTRE REQUIREMENTS** : R261 372 per annum (Level 07)
: Cedara – Head Office
: A National Diploma/Degree (NQF level 6) in Public Management/Financial Management/Human Resources Management/Administration. Sound knowledge of the RSA Constitution, Public Service Act, Public Service Regulations, PFMA, EPMDs, Batho Pele Principles, Basic Conditions of Employment Act, knowledge of administration flows, revenue collection, budget planning and control. Computer literacy, communication, (electronic, verbal and written), listening skills, analytical thinking, organizing skills and time management.
- DUTIES** : Render effective and efficient revenue services in the Analytical Services Laboratory. Develop and maintain an electronic database and hardcopy archive of research documents. Provide secretariat, receptionist and record management services. Maintain compliance with human resources and financial prescripts in conjunction with the relevant core units. Render administrative related duties.
- ENQUIRIES APPLICATIONS** : Ms LM Thurtell Tel No: 033 – 3559450
: All applications must be addressed to the Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
- CLOSING DATE** : 07 July 2022

DEPARTMENT OF EDUCATION

Preference will be given to persons from designated groups including persons with disabilities. The Provincial Department of Education: KwaZulu-Natal is an equal opportunity affirmative action employer

- APPLICATIONS** : should be sent by post for the attention of: Mr. P.B.V. Ngidi, The Directorate: Human Resource Services, KwaZulu-Natal Department of Education, Private

Bag X9137, Pietermaritzburg, 3200. Applications may also be hand delivered to Head Office, Office No. 203A, 228 Pieter Maritz Street, Pietermaritzburg, 3200

CLOSING DATE
NOTE

: 01 July 2022
: Directive to Applicants: Applications must be submitted on Form Z83, obtainable from any Public Service Department. NB: Applicants must ensure that they fully complete and sign Form Z83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. Applications must in all cases be accompanied by a recently updated comprehensive CV. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. Failure to comply with the above directives will result in the application not being considered. Faxed and e-mailed copies of applications will not be considered. Please note: Candidates are discouraged from sending their applications through registered mail as the Department will not take responsibility for non-collection of these applications Note: The filling of the post will be done in terms of the Department's approved Employment Equity Plan Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of employment. The communication from the HR of the Department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted for a post will be required to submit certified documents on or before the day of the interview following communication from HR.

OTHER POSTS

POST 22/145

: **QUANTITY SURVEYOR: INFRASTRUCTURE PLANNING AND DELIVERY**
: **REF NO: DOE/10/2022**

Branch: Institutional Development Support
Directorate: Infrastructure Planning and Delivery

SALARY
CENTRE
REQUIREMENTS

: R628 014 per annum
: Head Office
: A Bachelor's Degree/ Diploma in Quantity Surveying, Registered as a Professional Quantity Surveyor with SACQSP. Three years' experience post qualification. Valid Drivers' Licence and Computer literate. Competencies: Knowledge and understanding of Education Legislation and Policies Construction Industry Development Board Act of 2000 and Regulations. PFMA/Division of Revenue Act /Treasury Regulations/Practice Notes/ Instructions/Circulars/Construction Procurement System. Provincial/Departmental Supply Chain Management Policies. Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act of 2000. Expanded Public Works Programme. Broad Based Black Empowerment Act of 2003. Preferential Procurement Act of 2000 and Regulations. Architectural Profession Act of 2000.Engineering Profession Act of 2000.Quantity Surveying Profession Act of 2000. National Building Standards Act of 1977 and Regulations. Government Immovable Asset Management Act of 2007. Occupational Health and Safety Act and Regulations of 1993. Project and Construction Management Professions Act of 2000.South African Schools Act of 1996, Regulations and Guidelines. National Environmental Management Act of 1998.Relevant Provincial Land Administration Legislation. ISO standards. All different types and forms of construction contracts.

DUTIES

: Prepare the Procurement Strategy, Infrastructure Programme Management Plan and updating of the plan. Prepare the infrastructure budget and Final Project List. Prepare the Packages/Individual Project Briefs; presenting these to the Implementing Agent – referred to as Project Execution Plan v1.Monitor the implementation of Programmes and Projects by the Implementing Agents and the adherence to the Service Delivery Agreements. Manage project implementation of projects that are not allocated to an Implementing Agent. Assess departmental projects that qualify for departmental funding assessed.Manage the implementation of day-to-day, routine and emergency maintenance projects funded by department.

ENQUIRIES

: Mr K. Naidoo Tel No. 033 8465533

POST 22/146 : **ASSISTANT DIRECTOR: INFRASTRUCTURE DELIVERY FINANCIAL MANAGEMENT REF NO: DOE/11/2022**
Branch: Institutional Development Support
Directorate: Infrastructure Delivery

SALARY CENTRE REQUIREMENTS : R382 249 per annum (Level 09)
: Pietermaritzburg, Head Office
: A Bachelor's Degree/ Diploma in Accounting or Economics or Equivalent, couple with 3-5 years supervisory experience. Understanding financial management as implemented in Government and within the context of infrastructure/construction budgeting and spending. Valid Drivers' Licence and Computer literate. Competencies: Knowledge of PFMA/Division of Revenue Act/Treasury Regulations/Practice Notes/Instructions/Circulars. Departmental Supply Chain Management Policies, Procedures and Delegations. Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act of 2000. Government Immovable Asset Management Act of 2007. South African Schools Act of 1996, Regulations and Guidelines. National Archives and Records Service Act of 1996. Public Service Act of 1994 and Regulations. Development.

DUTIES : Extract relevant infrastructure project data from BAS and other relevant systems. Analyse financial data of infrastructure projects. Validate credibility of financial data with all Programme / Project Managers. Assist with the preparation of the financial and performance reports as required by National Departments and Provincial Treasury. Identify any variances of infrastructure projects expenditure against budgets and cash flow projections to the Deputy Director Finance. Make recommendations on roll-overs of infrastructure projects to the Deputy Director. Update and manage financial commitments in line with approved budgets and cash flow projections the B5 Project List. Update B5 Project List and Budget including budget adjustments and control that any changes are authorised by the Chief Director. Provide written reports to the Budget Section in terms of budget adjustments in formats as prescribed by the budget section. Validate that the Service Providers database is updated correctly by the Finance section.

ENQUIRIES : Mr K. Naidoo Tel No: 033 8465533

POST 22/147 : **ADMINISTRATIVE OFFICER: INFRASTRUCTURE REF NO: DOE/12/2022 (X2 POSTS)**
Branch: Institutional Development Support
Directorate: Infrastructure Delivery

SALARY CENTRE REQUIREMENTS : R261 372 per annum (Level 07)
: Head Office, Pietermaritzburg
: A Bachelor's Degree or National Diploma in Public Administration, or equivalent qualification with a minimum of 3 – 5 years' experience in Public Administration. Departmental Financial and Human Resources Administrative procedures. Computer literate. A valid driver's license. Competencies: Knowledge in promotion of access to information Act of 2000, promotion of administrative Justice Act of 2000, National Archives and Records Act of 1996. Departmental financial and human resources administrative procedures. Public finance management Act and regulations of 1999, Public service Act of 1994 and regulations of 2001. Relevant Labour bargaining chamber agreements. South African Schools Act of 1996 and Regulations, Intergovernmental fiscal relations Act of 1997, Intergovernmental framework Act of 2005.

DUTIES : Administrative programme and project support with the planning of projects. Preparation of agendas and minutes for meetings. Extract and provide data and information from different systems for use by planning professionals in the directorate. Administrative system and procedures. Develop and maintain administrative systems and procedures for the directorate physical resources planning. Provide guidance on the flow of information and documents to and from the directorate physical resources planning. General administrative support. Prepare all the documents, briefings and presentations regarding administrative matters for the directorate. Verify and follow-up on matters/correspondence received from internal and external stakeholders. Financial resources administration. Provide updated knowledge to staff in the directorate regarding internal financial administrative policies and procedures. Prepare and submit financial claims of the directorate. Human resources

administration. Provide updated knowledge and guidance to all staff in the directorate regarding human resources administrative policies and procedures. Prepare and submit all human resources and financial claims of staff in the directorate. Ability to prepare reports, Submissions and presentations. Ability to work with people. Ability to meet deadlines and Work systematically. Ability to source and interpret information and data. Ability to undertake a risk analysis and undertake a risk mitigation strategy.

- ENQUIRES** : Mr. K Naidoo Tel No: 033 846 5533
- POST 22/148** : **ADMINISTRATION OFFICER: OFFICE OF THE DIRECTOR NSNP REF NO: DOE/13/2022 (X1 POST)**
Directorate: National School Nutrition Programme
(1 Year Renewable Contract)
Re-advertised as such candidates that applied before are encourage to re-apply.
- SALARY** : R261 372 per annum (Level 07)
CENTRE : Head Office, Pietermaritzburg
REQUIREMENTS : Bachelor's Degree or National Diploma in Public Administration/Financial Management with a minimum of 3 – 5 years' experience in Public Administration. Knowledge of the National School Nutrition Programme or related field. Computer literate. A valid driver's license. Competencies: Knowledge of a variety of work ranges and procedures such as Standards or Procedures and the needs and priorities of stakeholders. Skills : Analytical thinking, Computer Literacy, Financial Management, Change/Diversity Management, Ensuring that Performance Standards remain adequate and that responsibilities are adhered to, Verbal and Written Communication Skills. Attributes: Innovative, Honesty & Integrity, Creativity and Commitment.
- DUTIES** : Liaise with other institutions and individuals and execute commitments with regard to program. Exercise control over all functions and personnel under his/her supervision in order to determine if organizational goals are achieved and taking corrective actions, if deemed necessary. The effective functioning and utilization of personnel by means of effective resource utilization and the application of fair labour practices in order to achieve organizational goals. Supervise the compilation of nomination process to ensure that the required standards have been met. Supervise the receiving, numbering and sorting of defaulting service providers of the National School Nutrition Programme (NSNP) and monitor liaison with Supply Chain Management (SCM) for the initiation of procurement processes. Supervise the compilation of market assessment reports to Supply Chain Management in respect of tenders or quotations for the programme. Supervise the payment queries forwarded to the Office of the Director. Supervise the compilation of BAS analysis report for delayed payments. Check on the advice provided to service providers on compliance requirements regarding delayed payments. Supervise the preparation of all relevant and compliance documents to be submitted to SCM for the preparation of any required specification and exercise control over all functions and personnel reporting to you.
- ENQUIRIES** : Mr K. Nadioo Tel No: 033 8465533

DEPARTMENT OF HEALTH

ERRATUM: Kindly note that the following X5 posts of Professional Nurse General (**For Eshowe District Hospital**) with Ref No: PN GEN 1/2022 were advertised in the Public Service Vacancy Circular 21 dated 10 June 2022, The post is withdrawn in terms of Human Resource Management circular 29/2022, which is available on the Department of Health's website.

OTHER POSTS

- POST 22/149** : **CLINICAL MANAGER REF NO: GTN 10/2022 (X1 POST)**
- SALARY** : R1 191 510 per annum, (inclusive package). Other Benefits: 22% Rural Allowance. Commuted overtime.
- CENTRE** : Greytown Hospital
- REQUIREMENTS** : Senior Certificate /Grade 12 MBCHB degree or equivalent qualification. Current registration certificate with HPCSA as Medical Practitioner. At least (04) four years' experience as a Medical Officer after registration as Medical

Practitioner with the HPCSA. Valid driver's licence code EB Proof of Competence in performing general anaesthesia. Certificate of Service endorsed by HR Department must be attached. Knowledge, skills, Training and Competences required Knowledge of health. Legislation and policies at public institution. Excellent human, communication and leadership skills. Sound knowledge and clinical skills. Ability to develop policies. Sound knowledge of clinical scope as applicable to district hospital. Computer literacy. Sound negotiation, planning, decision making and conflict management skills. Good team building and problem solving skills. Knowledge of medical disciplines and management skills. Knowledge and experience in District Health System.

DUTIES

: Management of inpatients including Obstetrics and Gynaecology. Provide management support and co-supervision to all medical officers. Support continuous professional development by information seminars and scheduling external meetings. Chair scheduled clinical governance meetings in the absence of the chairperson. To ensure provision of protocols and guidelines to doctors. Participate to quality improvement plans. Provide an after hour emergency services. Participate in academic activities of the department and teaching of junior staff. Participate to the running of the obstetrics services in the community referral clinics. Work as a part of team providing districts hospital based Obstetrics and Gynaecology services under consultant guidance.

ENQUIRIES

: Dr K.J Gabela Tel No: (033 4139 430) (066) 290 3888

APPLICATIONS

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

FOR ATTENTION

: Mr. P Shange

NOTE

: Applications are not required to submit copies of qualification and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidates on or before the interviews. 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 (GTN 13/2022) must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify the applicants. Faxed and emailed 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 (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). Preference will be given to the following candidates as per Employment Equity target: Person with disability regardless of race and gender, African Male, Coloured Male. 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. NB: Please note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE

: 01 July 2022

POST 22/150

: **MEDICAL SPECIALIST (OPHTHALMOLOGY) GRADE1-3 REF NO: SPEC/OPHTH 01/2022 (X1 POST)**

SALARY

: Grade 1: R1 122 630 - R1 191 510 per annum, (all-inclusive package)
Grade 2: R1 283 592 - R1 362 363 per annum, (all-inclusive package)
Grade 3: R1 489 665 - R1 862 412 per annum, (all-inclusive package)
All-inclusive package consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules Other Benefits In-Hospitable Area Allowance (18% of basic salary) Commuted overtime (conditions apply) / the incumbent in the post would be required to enter into performance contract for commuted overtime.

CENTRE

: Prince Mshiyeni Memorial Hospital – Ophthalmology

REQUIREMENTS

: Experience: MBCHB degree or equivalent qualification plus appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) in a normal specialty (Ophthalmology). Certificate of

registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist in a normal specialty (Ophthalmology). Proof of current registration as a Medical Practitioner with HPCSA (2022/2023). Experience: Medical Officer **Grade 1**: No experience required. Medical Officer Grade 2: Further to the minimum requirements mentioned herein, the appointment to a **Grade 2** requires 5 years appropriate experience after registration with HPCSA as a Medical Specialist in a normal Specialty. Medical Officer **Grade 3**: Further to the minimum requirements mentioned herein, the appointment to a Grade 2 requires 10 years appropriate experience after registration with HPCSA as a Medical Specialist in a normal Specialty. Knowledge, Skills, Training and Competencies Sound knowledge and skills associated with the practice of Ophthalmology. Ability to diagnose and manage common medical problems including emergencies. Demonstrate the ability to work as a part of a multidisciplinary team. Good communication, leadership, interpersonal, and decision making qualities. Knowledge of current Health and Policies at Public Institutions.

DUTIES : Run specialty clinics. Provide in-patient and out-patient clinic services. Assist with under-graduate and post-graduate training. Maintain clinical, professional and ethical conduct. Administrative responsibility Provide effective and efficient specialist consultant care at a regional level within the scope of acceptance and current practices in order to facilitate optimal health care provision. Training staff and promote on-going staff development in accordance with individual and departmental needs. Maintain satisfactory clinical, professional and ethical standards in the department. Performance of overtime duties is a requirement (after hours and weekends).

ENQUIRIES : Dr M Aung Tel No: 031 907 8304 / 8317

APPLICATIONS : Applications should be posted to: The Human Resource Department, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeeni, 4060

FOR ATTENTION : Mrs TZ Makanya

NOTE : The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) ONLY. The applicants' training, qualifications, competencies, knowledge and experience Please note that due to financial constraints, there will be no payment of S&T Claims. NB: Persons with disabilities, the African Male / Female, White Male / Female and Coloured Male are encouraged to apply for the post.

CLOSING DATE : 01 July 2022

POST 22/151 : **SPECIALIST: GRADE 1, 2 OR 3 – (ANAESTHESIA AND ICU) REF NO: PSH 03/2022 (X2 POSTS)**

SALARY : Grade 1: R1 122 630 per annum
Grade 2: R1 283 592 per annum
Grade 3: R1 489 665 per annum
The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions applies)

CENTRE : Port Shepstone Hospital

REQUIREMENTS : **Grade 1** No Experience required. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with HPCSA as a Specialist **Grade 2** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist Proof of experience endorsed and stamped by Human Resource Office must be attached to the application. **Grade 3** Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist Proof of experience endorsed and stamped by Human Resource Office must be attached to the application Senior certificate, MBChB degree. An appropriate qualification that allow registration with HPCSA as a Medical Specialist. Current HPCSA Registration card 2022 /2023. 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 HPCSA as a Specialist in Anaesthesia. In the event that a candidate who is eligible for subspecialist registration has not received their registration and is successful in his/her application for the post, the appointment will be as a specialist at their current salary level. Proof of current registration certificate with the HPCSA as a Specialist Anaesthetist. Knowledge, Skills and Experience Sound clinical knowledge and experience of procedures and

protocols in ICU. Good verbal and written communication skills, leadership and interpersonal skills. Cross cultural awareness. Sound teaching and supervisory abilities. A concern for excellence, ethics and quality care. The ability to function in a multi-disciplinary team. Knowledge of current Health and Public Service Legislation, regulations and Policies. Sound supervisory and leadership skills. Ability to function as a part of multi-disciplinary team. Ability in Program planning, implementation and evaluation. Specialist knowledge of the clinical principles and procedures relating to Anaesthesia. Broad clinical experience, including good knowledge of Intensive Care Good communication and interpersonal skills.

DUTIES : Ensure an optimal Anaesthesia and ICU service. Assist the Head: Clinical Unit in the development of management protocols / policies for the department. Provide Anaesthesia and ICU clinical care and oversight as expected of a specialist in the field. Assist with quality improvement imperatives including clinical audits (morbidity and mortality reporting and reviewing, clinical documentation audits etc.) and continuous professional development activities. Training of registrars, junior doctors, interns, nurses and colleagues and promote on-going staff development in accordance with individual and departmental needs. Maintain satisfactory clinical, professional and ethical standards in the department. Engage in research and supervise registrar research. Partake in outreach programmes of the district. Supervise, teach and assess interns and medical students. Performance of overtime duties (including a shift work roster) is a requirement.

ENQUIRIES : Dr VL Moses or Dr P B Dlamini Tel No: (039) 688 6000
APPLICATIONS : Instructions To Applicant Application should be submitted for attention: Human Resource Manager, Port Shepstone Regional Hospital, P/Bag X 5706, Port Shepstone, 4240

FOR ATTENTION : Mr. ZM Zulu
NOTE : Directions to Candidates: Application for employment, fully completed Z83, detailed Curriculum Vitae. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes 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). The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verification

CLOSING DATE : 01 July 2022 at 16h00

POST 22/152 : **DEPUTY MANAGER NURSING (LEVEL 1&2 HOSPITALS) REF NO: AMAJ01/2022**
 Component Integrated District Health System Development Service

SALARY : R856 272 per annum. Other Benefits Rural allowance on a claim basis
CENTRE : Amajuba Health District Office
REQUIREMENTS : Appropriate B Degree/ National Diploma or equivalent qualification I Nursing Science. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional nurse with SANC in General nursing plus At least 5 years of the period referred to above must be appropriate /recognizable experience at management level plus. Current SANC receipt must be attached. Valid code EB Driver's License (code8). Proof of current and previous work experience endorsed and stamped by Human Resources. Recommendations Computer certificate: MS Office Software application (Attach Proof) Qualification I Management will be an added recommendation. Knowledge, Skills, Behavioural Attributes and Competencies Required Ability to think critically in difficult situation. Sound project management skill. Strong communication and presentation skills. Managerial and facilitation skills. An understanding of the challenges facing the public health sector. Ability to translate strategic and transformation objectives into practical planning framework. Ability to prioritize issues and other work related matters and comply with the time frames. Proven initiative decisiveness, dedication and the ability to acquire new knowledge swiftly. Computer literacy.

DUTIES : Provide strategic leadership in the provision of PHC services and Clinical Health Programmes to all levels health care system within the District. Develop and cost Health Programs and Primary Care plans. Ensure that Health

Programs are effectively and efficiently managed. Monitor and evaluate the quality of services in relation to Primary Health Care and Health Programs. Distributes Health Program resource equitably. Actively participate in the programs data analysis, interpretation and management thereof. Provide leadership for the Health Programme Management Team in order to ensure the delivery of high quality health care Ensure good governance in a health programmes and community participation which includes effective functioning Clinic Communities. Monitor implementation of quality clinical client and management within the District. Monitor staff levels and ensure the effective recruitment of competent personnel and implement retention strategies. Assess Health Programmes services needs for staff development. Ensure effective and efficient integration of Health programmes. Convey a clear vision of transformation and oversee the transformation process within the Clinical Health Programme setting. Ensure active participation in all community poverty alleviation activities with specific emphasis in Operation Sukuma Sakhe. Develop and ensure the implementation of National, Provincial and District Policies and legal prescripts .Monitor and control the Health Program budget. Ensure effective stakeholder involvement and engagement on health related programs (DAC&DHC) Ensure implantation and monitoring of audit improvement plans. Facilitate and monitor the implementation of transversal projects activities. Facilitate the implementation of PHC re-engineering.

ENQUIRIES : Mrs. C.M Khumalo Tel No: 034 328 7006
APPLICATIONS : All applications should be forwarded to: The Acting Deputy Director: Human Resource Management Services: KZN Department of Health, Private Bag X6661, Newcastle, 2940 Or Hand delivered to: 38 Voortrekker Street, Newcastle.

FOR ATTENTION : Mr V.J Khumalo
NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za.Application form (Z83) must be accompanied by detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other documents on application but must submit the Z83 and a detailed Curriculum, Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendation of the advert. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. **NB:** Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note due to financial constraints, there will be no payment for S&T claims. Males are encouraged to apply and people with disability also should feel free to apply. Employment Equity Target for this post is African Male, and peoples with disability may feel free to apply

CLOSING DATE : 01 July 2022

POST 22/153 : **MEDICAL OFFICER GRADE 1&2 REF NO: GTN 11/2022 (X1 POST)**
SALARY : Grade 1: R833 523 – R897 939 per annum
Grade 2: R953 049 – R1 042 092 per annum
Other Benefits: 22% Rural Allowance. Commuted overtime

CENTRE : Greytown Hospital
REQUIREMENTS : Senior Certificate /Grade 12. An appropriate tertiary qualification (MBCHB). Full current registration with the HPCSA as a Medical Practitioner. Completion of Community Service if applicable. Certificate of Service endorsed by HR Department must be attached. **Grade 1:** No experience **Grade 2:** Applicants must have completed five (05) years after registration with the HPCSA as a Medical Practitioner with at least three (03) years of appropriate anaesthetic experience. Knowledge, skills, Training and Competences required Sound working knowledge and clinical skills in management of patients at a district

		level. Sound working knowledge of all basic medical disciplines to allow for accurate diagnosis and appropriate management of clinical problems with specific emphasis on anaesthesia.
<u>DUTIES</u>	:	Effective running of a district level of OPD and inpatient service. Appropriate examination, diagnosis and treatment of patients. Helping to supervise and train junior medical staff. Participation in Quality Improvement Programmes. Participation in the in-service training programme. Compulsory participation in Group 3 overtime. Any other duties as assigned by the Medical Manager. After-hours calls as instructed by the Medical Manager.
<u>ENQUIRIES</u>	:	Dr K.J Gabela Tel No: (033 4139 430)/ (066 290 3888)
<u>APPLICATIONS</u>	:	Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250.
<u>FOR ATTENTION</u>	:	Mr. P Shange
<u>NOTE</u>	:	Applications are not required to submit copies of qualification and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidates on or before the interviews. 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 (GTN 13/2022) must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify the applicants. Faxed and emailed 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 (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). Preference will be given to the following candidates as per Employment Equity target: Person with disability regardless of race and gender, African Male, Coloured Male. 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. NB: Please note that due to financial constraints, there will be no payment of S&T claims.
<u>CLOSING DATE</u>	:	01 July 2022
<u>POST 22/154</u>	:	<u>MECHANICAL ENGINEER GRADE A, B AND C REF NO: DPKISMH 29/2022 (X1 POST)</u> Component: Facilities Management
<u>SALARY</u>	:	Grade A: R728 829 - R777 771 per annum, (all-inclusive salary package) Grade B: R821 775 - R885 303 per annum, (all-inclusive salary package) Grade C: R939 621 – R1 106 814 per annum, (all-inclusive salary package)
<u>CENTRE</u>	:	Dr Pixley Ka Isaka Seme Memorial Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate, Degree in Mechanical Engineering, Must have at least two years' post-qualification experience in operation and maintenance of machinery in the class he or she is required to supervise. Compulsory registration with ECSA as a Professional Engineer (Mechanical Engineering), Three years post qualification engineering experience required, unendorsed valid Code B driver's license (Code 08), Computer literacy. Knowledge and experience on Information Technology based operations and maintenance. Knowledge and experience on maintenance standard for movable immovable assets. Certificate of Service endorsed by Human Resource Department must be attached. Recommendation(S): Working Experience in a public health facility will be highly recommended NB: Please note that there is no direct appointment to Grades B and C. The candidate will only progress to the next grade through performance assessment. Candidates who are already on grades B and C are free to apply for this post Knowledge, Skills and Competencies Knowledge of current health legislations and policies at public institutions. Knowledge of national quality standards Knowledge of related policies, directives and legislations. Applying Expertise and Technology. Adhering to Principles and Values. Deciding and Initiating Action. Delivering Results and Meeting Customer Expectations. Writing and Reporting.

Formulating Strategies and Concepts. Planning and Organising. Presenting and communicating Information. Analysing, Learning and Researching, Creating and Innovation, Relating and Networking.

DUTIES : Undertake engineering designs. Perform final review and approvals of audits on new engineering designs according to design principles or theory. Implement the maintenance strategy. Set engineering maintenance standards, specifications and service levels according to organisational objectives to ensure optimum operational availability. Monitor maintenance efficiencies according to organisational goals to direct or indirect engineering services for the attainment of organisational objectives. Provide effective engineering and project management services. Undertake research. Develop and maintain technical and functional norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile Mechanical briefing documentation and specifications. Provide inputs to the determination of the Construction Procurement Strategy and the Infrastructure Programme Management Plan. Investigate mechanical engineering installations and equipment, undertake design work and implement corrective measures where necessary. Oversee implementation and commissioning of mechanical engineering installations.

ENQUIRIES : Mr LS Latchminarain Tel No: (031) 530 1407
APPLICATIONS : Applications Must Be Forwarded To: The Acting Deputy Director: Human Resources Dr Pixley Ka Isaka Seme Memorial Hospital Private Bag X11 KwaMashu 4360 Or Hand delivered to 310 Bhejane Street (Hospital Gate number 3) KwaMashu

FOR ATTENTION : Mrs K Kistasamy
NOTE : Applications must be submitted on the new prescribed Application for Employment form (Z83) which must be originally signed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. A detailed Curriculum Vitae only must accompany the application form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. The Reference Number must be indicated in the column (Part A) provided 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 : 01 July 2022

POST 22/155 : **HEAD OF DEPARTMENT: PSYCHIATRIC NURSING AND SOCIAL SCIENCE (PND3) REF NO: PSNC01/2022 (X1 POST)**

SALARY : R588 390 per annum (PND3). Other benefits: 12% Rural Allowance, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE : Port Shepstone Nursing Campus
REQUIREMENTS : Senior Certificate/Grade 12 PLUS, A Diploma /Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Proof of Current Registration 2022 with the South African Nursing Council (SANC) as a General Nurse, Midwife/ Accoucher, Community and Psychiatric Nurse. Post Basic qualification in Nursing Education registered with the South African Nursing Council (SANC) PLUS A minimum of nine (9) years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing. At least 4 years of the period referred to above must be appropriate/

recognizable experience in Nursing Education after obtaining the 1 year post-basic qualification in Nursing Education. An unendorsed valid RSA Drivers Licence (Code EB) N.B: (Proof of experience and / or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading). Recommendations: Masters' Degree, Basic Computer Literacy; A post-registration qualification in Nursing Management/Nursing Administration/Health Service Management Knowledge, Skills and Experience In depth knowledge of Psychiatric Nursing. Possess knowledge of the relevant legislation, Acts, Prescripts and Policy Frameworks within the area of operation. Have excellent communication skills (written & verbal) and presentation skills. In depth knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

DUTIES : Co-ordinate provision of education and training of student nurses. Manage clinical learning exposure to students between college and clinical area. Oversee supervision of students. Collaborate with other stake holders and build a sound relationship within the department. Supervise staff within the Psychiatric department. Develop and ensure implementation of quality improvement programs. Implement employee management and development systems. Maintain all clinical records and reports of students. Development and review of nursing curricula for all categories of training. Implement the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college

ENQUIRIES : Miss N.T Ndlela Tel No: (039) 315 5322

APPLICATIONS : Applications should be posted to: The Registrar, Port Shepstone Nursing Campus, Private Bag X719, Port Shepstone 4240.

FOR ATTENTION : Mr. P.E Mtshali

NOTE : NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes 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). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications Application for employment fully completed (Z83) and detailed Curriculum Vitae.

CLOSING DATE : 01 July 2022

POST 22/156 : **OPERATIONAL MANAGER NURSING (SPECIALITY) REF NO: NDW /OMN/02/22 (X1 POST)**

SALARY : R571 242 per annum. Other Benefits 13TH Cheque, Medical Aid: Optional, Housing Allowance (employee must meet prescribed requirements) & 8% rural allowance.

CENTRE : Ndwedwe CHC (Maternity Department)

REQUIREMENTS : Senior Certificate STD 10/Grade 12, Registration with SANC as General Nurse and Midwifery Degree /Diploma in General Nursing or equivalent qualification that allows registration with the SANC as a professional Nurse A post basic qualification in Advance Midwifery and Neonatal Nursing Science A minimum of (9) nine years appropriate/recognizable experience in nursing after registration as professional nurse with SANC in General Nursing and Midwifery, of which five (5) years must be recognizable experience in Obstetrics & Gynecology after obtaining one (1) year post basic qualification in Advance Midwifery and Neonatal Nursing Science Current registration with the South African Nursing Council (2022) A valid driver's license Certificate of Service from current and previous employers endorsed by the Human Resource Department. Knowledge, Skills and Competencies Required: Knowledge and insight into nursing process and procedures Good communication and interpersonal skills and ability to function well within a

<u>DUTIES</u>	:	team. Knowledge of nursing statutes and other relevant Public Service Act/legislations. Decision making and problem solving skills Interpersonal skills in dealing with conflict management Ability to uphold high level of confidentiality. Supervisory and analytical thinking skills Stress tolerance, flexibility, accountability, empathy and ability to communicate constructively.
	:	To provide quality patient care Ensure to keep accurate records Compile monthly unit statistics Advocate for patients in facilitating proper treatment care, and adherence to patient rights Character and Batho Pele Principle. Perform multi-skilled and complex nursing care duties requiring frequent interpretation of information Provide effectiveness management and professional leadership ensuring that ward are organised and covered with professional staff. Maintain accreditation standard by knowledge of policies and procedures, implementation of all programmes, BANC, PMTCT, BFHI, PPIP, all neonatal programmes and nerve centre. Provide effective supervision of wards ensuring implementation of nursing standard, policies and procedures. Maintain client satisfaction through monitoring and setting of service delivery Exercise control of discipline, grievance and any other labour related issues in terms of laid down procedures.
<u>ENQUIRIES</u>	:	Mrs. NS Langa Tel No: 032 532 3050
<u>APPLICATIONS</u>	:	All applicants should be forwarded to: The Chief Executive Officer Ndwedwe CHC Private Bag x 528, Ndwedwe, 4342
<u>FOR ATTENTION</u>	:	Human Resource Manager
<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 from website www.kznhealth.gov.za .The reference number must be indicates in the column provided in the Z83, e.g. SAP2/2010.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 Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department)" People with disabilities should feel free to apply". Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed curriculum Vitae. Only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.
<u>CLOSING DATE</u>	:	06 July 2022
<u>POST 22/157</u>	:	<u>OPERATIONAL MANAGER NURSING REF NO: NDW /OMN/03/22 (X1 POST)</u> Component: MOPD & Acute Stream
<u>SALARY</u>	:	Grade 1: R571 242 - R642 933 per annum. Other Benefits: Medical aid (optional), housing allowance: employee must meet prescribed requirements, 8% rural allowance and 13th cheque.
<u>CENTRE REQUIREMENTS</u>	:	Ndwedwe CHC Senior certificate/Matric or equivalent Plus Basic R425 qualification – Diploma/Degree in General Nursing & Midwifery or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. One year post basic qualification in in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC as a Professional Nurse & PHC Nurse (2022 SANC receipt) A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1 year post-basic qualification in the relevant specialty. Proof of work experience (Certificate of service) endorsed by Human Resource department Certificate of service from current/ previous employers stamped and signed Valid driver's licence Recommendations Computer Literacy Knowledge, Skills And Competencies

Required Demonstrate an in depth understanding of nursing legislation, related legal and ethical nursing practices and other relevant legislative frameworks governing in the Public Services. Knowledge of nursing care processes and procedures. In depth knowledge of nursing legislation, related legal, ethical practice & legislative framework governing the Public Services. Knowledge of quality assurance standards as directed by negotiated service delivery agreement, National core standards. Appropriate understanding of Scope of Practice and nursing standards. Thorough knowledge of quality assurance standards as directed by Negotiated Service Delivery Agreement, National Core Standards, Patients Right's Charter, Batho Pele Principles. Sound knowledge of Labour Relations Act. Leadership, Supervisory, organizing, decision making, problem solving abilities skills Co-ordination and report writing skills. Time Management. Personal attributes, responsiveness, professionalism, supportive, assertive and must be a team player Good communication and interpersonal skills and ability to function well within a team. Demonstrate a basic understanding of HR and Financial Policies and Practices. Demonstrate basic computer literacy.

DUTIES : Ensure implementation of comprehensive Primary health care package and quality nursing services. Participate actively in NCS and Ideal Clinic committees and ensure implementation of standards. Work as part of multidisciplinary team to ensure good nursing care Ensure effective control of financial, material and human resources. Demonstrate effective communication with patients, community and with multidisciplinary team Participate in the analysis and formulation of nursing policies and procedures Provide direct and indirect supervision of all staff within institution. Monitor implementation and performance of NCD's indicators on daily, weekly and monthly basis. Participate in Mortality and morbidity committee and ensure improvement in patient care. Ensure that staff is orientated, mentored and developed to provide quality patient care. Ensure monitoring, management and control of absenteeism. Ensure that patients are nursed in a safe and therapeutic environment. Ensure that discipline and professionalism is instilled and maintained. Participate in activities aimed at fully integrating all services to the main stream of health care services within the sub district.

ENQUIRIES : Mrs.NS Langa Tel No: 032 532 3050
APPLICATIONS : All applicants should be forwarded to: The Chief Executive Officer Ndwedwe CHC Private Bag x 528, Ndwedwe, 4342

FOR ATTENTION : Human Resource Manager
NOTE : Directions To Candidates: The following documents must be submitted: Application for Employment form (Z83) which is obtainable at any Government Department or from website www.kznhealth.gov.za.The reference number must be indicates in the column provided in the Z83, e.g. SAP2/2010.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 Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department)“People with disabilities should feel free to apply”. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed curriculum Vitae. Only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.

CLOSING DATE : 06 July 2022

POST 22/158 : **OPERATIONAL MANAGER PHC SPECIALTY REF NO: SAHMEADOW 01/2022 (X1 POST)**

SALARY : R571 242 per annum. Other Benefits: 13th cheque, 12 % rural allowance, home owners allowance (employee must meet prescribed requirements)

CENTRE : ST Andrews Hospital – Meadowsweet Clinic

<u>REQUIREMENTS</u>	:	Diploma / Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Primary Health Care as per R212 SANC Regulations. Current registration with SANC as a General Nurse, Midwife and Primary Health Care Nurse. A minimum of 9 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate / recognisable experience after obtaining the one year post basic qualification in Primary Health Care. A valid driver's license. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counseling skills, Financial and budgetary knowledge pertaining to the relevant resources under management ,Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs.
<u>DUTIES</u>	:	To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development. Coordinate optimal, holistic, specialised nursing care with set standards and within a professional / legal framework. Implementation and management of Infection Control and Prevention Protocols. Maintain accurate and complete patient records according to legal requirements. To participate in quality improvement programmes and Clinical Audits. Participate in staff, student and patient training. Monitor the implementation of EPMSD. Exercise control over discipline, grievance and labour relation issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients' Rights Principles. Implementation of programmes for prevention. Detection and treatment on non-communicable diseases and illnesses. Develop policies and protocols to improve triaging and resuscitation techniques. Monitor and improve emergency services rendered in the department.
<u>ENQUIRIES</u>	:	Mrs VV Ncume Tel No: 039 433 1955 EXT 259
<u>APPLICATIONS</u>	:	Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.
<u>FOR ATTENTION</u>	:	Human Resource Manager
<u>NOTE</u>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.
<u>CLOSING DATE</u>	:	01 July 2022
<u>POST 22/159</u>	:	<u>OPERATIONAL MANAGER PHC SPECIALTY REF NO: SAHMBOTHO 02/2022 (X1 POST)</u>
<u>SALARY</u>	:	R571 242 per annum. Other Benefits: 13 th cheque, 12 % rural allowance, home owners allowance (employee must meet prescribed requirements)
<u>CENTRE</u>	:	ST Andrews Hospital – Mbotho Clinic
<u>REQUIREMENTS</u>	:	Diploma / Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Primary Health Care as per R212 SANC Regulations. Current

registration with SANC as a General Nurse, Midwife and Primary Health Care Nurse. A minimum of 9 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate / recognisable experience after obtaining the one year post basic qualification in Primary Health Care. A valid driver's license. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counseling skills, Financial and budgetary knowledge pertaining to the relevant resources under management ,Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs.

DUTIES : To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development. Coordinate optimal, holistic, specialised nursing care with set standards and within a professional / legal framework. Implementation and management of Infection Control and Prevention Protocols. Maintain accurate and complete patient records according to legal requirements. To participate in quality improvement programmes and Clinical Audits. Participate in staff, student and patient training. Monitor the implementation of EPMS. Exercise control over discipline, grievance and labour relation issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients' Rights Principles. Implementation of programmes for prevention. Detection and treatment on non-communicable diseases and illnesses. Develop policies and protocols to improve triaging and resuscitation techniques. Monitor and improve emergency services rendered in the department.

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

FOR ATTENTION : Human Resource Manager
NOTE : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. 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 : 01 July 2022

POST 22/160 : **OPERATIONAL MANAGER (PHC) REF NO: EZAK 1/2022 (X1 POST)**

SALARY : Grade 1: R571 242 – R642 933 per annum. Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to meeting prescribed requirements) plus 8% Rural Allowance

CENTRE : Ezakheni E Clinic
REQUIREMENTS : Basic Education /Grade 10. Degree / Diploma or equivalent qualification that allow registration with the South Africa Nursing Council as a Professional Nurse .Proof of current registration with SANC (2022 receipt) as a professional nurse. A minimum of 09 years appropriate /recognizable experience after

registration as a Professional Nurse in the said specialty. At least 5 years of period referred to above must be recognizable experience after obtaining the 1 year Post Basic qualification in Primary Health Care Proof of previous and current work experience endorsed and stamped by Human resource Department. Certificate Of Service Endorsed By Hr Is Required. Knowledge, Skill, Training And Competencies Required. Knowledge of nursing care process and processes and procedures, nursing statutes, and other relevant legal framework such as Nursing act, Occupational health and safety act , Patient right' s charter , Batho-Pele principles , Public service regulations act , Disciplinary code and procedures, Grievance procedure etc. Leadership, organizational decision making and problem solving abilities within the limits of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiations 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. Computer skills in basic programs.

DUTIES

: Monitor and evaluate performance of Clinic staff according to asset standards, norms targets and to ensure effective reporting. Ensure provision of high quality comprehensive care through provision of preventive, curative and rehabilitative services. Ensure and monitor implementation and evaluation of all services including priority programs by all clinic staff members' i.e Office of Health standard compliance, ideal Clinic and Nerve Centre / Operation Phuthuma. Provide relevant information to the Health care users to assist in the achievement of optimal health care. Maintain good relationship with relevant role players and stakeholders. Manage and monitor proper utilization of human, financial and other resources entrusted to you. Deal with disciplinary and grievance matters including monitoring and management of staff absenteeism. Provision of administrative services by planning, organizing, and ensure the availability of medicines, supplies and essential equipment .Ensure monitoring and evaluation of staff performance through the EPMDS system. Ensure that there are effective systems for data management and reporting of quality data on relevant indicators at the hospital and local clinics. Support PHC re-engineering by ensuring that outreach teams are functional. Ensure effective implementation of Sukuma Sakhe programs to maximize patient care. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control and allocation of Human and Material resources. Be involved and assist other staff members in the clinical management of clients. Strengthening of complaints, compliment and suggestion management. Ensure that the facility complies with policies and guidelines for infection prevention control, occupational health, safety and management of Covid 19.

**ENQUIRIES
APPLICATIONS**

: Ms Y.T. Ndebele Tel No: 036 637 9600
 : All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag x9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

**FOR ATTENTION
NOTE**

: Mr S.D.Mdletshe
 : The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from the website www.kznhealth.gov.za . The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for

interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.
01 July 2022

CLOSING DATE

:

POST 22/161

:

RADIATION ONCOLOGY RADIOGRAPHER REF NO: GS 22/22 (X1 POST)
Component: Radiation Oncology Department

SALARY

:

Grade 1: R401 640 per annum
Grade 2: R473 112 per annum
Grade 3: R557 301 per annum
Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owner Allowance, Employee Must Meet Prescribed Requirements

CENTRE REQUIREMENTS

:

Greys Hospital, Pietermaritzburg
Grade 1: 4 years appropriate experience after registration with HPCSA. **Grade 2:** 14 year's appropriate experience after registration with HPCSA of which 10 years must be after registration in Radiation Oncology Radiography **Grade 3:** 24 year's appropriate experience after registration with HPCSA of which 20 years must be after registration in Radiation Oncology Radiography Applicants with a (4) years Radiography Specialty Qualification (not in possession of Diagnostic Radiographer Qualification and without the 4 years appropriate experience in Therapy, may also apply but will be appointed Titled as Diagnostic Radiographer, work in the Radiation Oncology component to attain or complete their 4 years appropriate experience and then be translated to Specialty). Senior certificate / Grade 12 National Diploma / Degree in Radiotherapy Current registration with Health Professions Council of South Africa as a Radiation Oncology Radiographer The Employment Equity Target for this post is: African Male, Indian Male, White Male, Coloured Male: Knowledge, Skills and Experience: Basic/sound knowledge of radiotherapy treatment planning Sound Knowledge of treatment delivery principles and procedures Knowledge of radiation equipment, protection and quality assurance programs Ability to plan and organize resources Ability to perform Radiotherapy planning including 3D, IMRT, VMAT and Brachytherapy would be an added advantage. Good communication and patient care skills Knowledge of radiation control and safety measures Knowledge of Oncology procedures, equipment and protocols.

DUTIES

:

Undertake all areas of basic and advanced radiation treatment planning Accurately interpret planning directives and deliver radiation to the patient Operate and care for all major equipment and accessories in the department Maintain patient care, quality and standards for the division Perform administrative duties related to the management of your allocated division Provide holistic physical and psychological support for patient and their family Ensure accurate record keeping of radiation treatment planning and delivery function within a quality management system Training of Radiotherapy students allocated to work with you in your respective division.

ENQUIRIES APPLICATIONS

:

Mrs. M Mbhele Tel No: (033) 897- 3222/ 3415

:

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

FOR ATTENTION NOTE

:

Mrs M Chandulal

:

Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae.

CLOSING DATE

:

01 July 2022

POST 22/162

:

CHIEF ARTISAN REF NO: PSH 01/2022 (X1 POST)

SALARY

:

R392 283 per annum. Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE REQUIREMENTS

:

Port Shepstone Regional Hospital

:

Grade 12 or NTS 2 Appropriate Trade Test Certificate in all trades (Electrical, Building, Plumbing, Mechanical, Fitter) in term of provisions of section 13 (2) (h) of the Manpower Training ACT OF 1981 Ten (10) years post qualification experience as an Artisan / Artisan Foreman Valid code 08 drivers licence and Own Transport Knowledge, Skills And Experience Sound knowledge of the occupational health and safety act, Public Finance Management Act and Treasury Regulations and Practice Notes. Good communication skills, interpersonal skills, negotiation and planning. Technical and practical skills and

experience of the trade. Good knowledge of hospital plant and machinery, equipment, pumps and air condition, as well as gas applications and gas equipment. General repairs, maintenance, testing AC welding and gas. Sound problem solving skills Safe working procedures, isolation procedures as stipulated by the OHS act. Exposure in Project Management and Programme Management. Computer Literacy: MS Office Software Package.

DUTIES

: Manage technical services and support in conjunction with Technicians/Artisans and associates in field, workshop and technical office activities Provide technical & specialized engineering support to all trades within the institution ensuring compliance with the OHS act. Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology and ensure quality assurance in line with specification. Manage artisans and related personnel and assets in terms of their job outputs and related tasks and determine performance standards for the different trades in the Maintenance Section. Manage human resources effectively & efficiently and promote sound labour relations. Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of technical services according to organizational needs and requirements. Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives. Control and monitor expenditure according to budget to ensure efficient cash flow management. Implement and monitor the maintenance department internal audit system in order to exercise financial control over allocated budget. Maintain standards on plant control networks for the different trades whilst ensure their cost effectiveness Research/literature studies on technical/engineering technology to improve expertise and Liaise with relevant bodies/councils on technical/engineering-related matters Oversee the maintenance of a portfolio of buildings Develop quality control protocols to ensure that artisan services function according to required standards and indicators The incumbent will be expected to do Standby duties, work overtime and extended hours.

ENQUIRIES
APPLICATIONS

: Mr DG Gounden Tel No: (039) 688 6111
: Applications should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone 4240.
Mr. ZM Zulu

FOR ATTENTION
NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Only shortlisted candidates will submit certified copies of qualifications/certificates, Professional Registration Certificates, Identity Document and Driver's Licence .The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. **NB:** Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Only shortlisted applicants in possession of a foreign qualification must produce an evaluation certificate from the South African Qualifications Authority (SAQA) on the day of the interview. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof after they have been shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T Claims will not be paid to candidates who will be attending interview. African males are encouraged to apply. Application for employment, fully completed Z83, detailed Curriculum Vitae **NB:** Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes 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). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

- CLOSING DATE** : 01 July 2022
- POST 22/163** : **CLINICAL NURSE PRACTITIONER REF NO: GTN 12/2022 (X8 POSTS)**
- SALARY** : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
(Other benefits: 13th cheque, plus 12% rural allowance, Medical aid (Optional).
- CENTRE** : Greytown Hospital (Ntembisweni Clinic (X2 Posts)
Amatimatolo Clinic (X2 Posts)
Muden Clinic (X2 Posts)
PHC Mobile 3 (X1 Post)
Eshane Clinic (X1 Post)
- REQUIREMENTS** : Senior Certificate (Grade 12). Diploma/Degree in General Nurse and Midwifery. Diploma/ Degree in General Nursing Plus 1 year post basic qualification in Primary Health Care and Midwifery. Current registration with SANC. 2022 SANC Annual practicing certificate (2022 receipt). Proof of current and previous work experience endorsed and stamped by Human Resources Manager (must be attached). Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies. Basic financial management skills, sound management, negotiations problem solving and decision making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles.
- DUTIES** : Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDs. Motivate staff regarding development in order to increase level of expertise and assist the community to develop a sense of care. Ensure 24 hours health services to all community members.
- ENQUIRIES** : Ms. B.N Mawela Tel No: (033 4139 400)
- APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250
- FOR ATTENTION** : Mr. P Shange
- NOTE** : Applications are not required to submit copies of qualification and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidates on or before the interviews. 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 (GTN 13/2022) must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify the applicants. Faxed and emailed 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 (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). Preference will be given to the following candidates as per Employment Equity target: Person with disability regardless of race and gender, African Male, Coloured Male. 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. NB: Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims.

- CLOSING DATE** : 01 July 2022
- POST 22/164** : **PROFESSIONAL NURSE - SPECIALTY REF NO: GS 23/22 (X1 POST)**
(Trauma Nursing)
Component: Nursing
- SALARY** : Grade 1: R388 974 – R450 939 per annum, Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R478 404 - R588 390 per annum, Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional
- CENTRE REQUIREMENTS** : Greys Hospital, Pietermaritzburg
: **Grade 1** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Trauma Nursing Science. **Grade 2** Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the one year post basic qualification in the relevant specialty. Matric/ Senior Certificate or equivalent qualification Degree/Diploma in General Nursing Minimum of 4 years appropriate/recognizable experience as General Nurse One (1) year post basic qualification in Trauma Nursing Science Current registration with South African Nursing Council The Employment Equity Target For This Post Is: African Male, Indian Male, White Male, Coloured Male Knowledge, Skills and Experience: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organizational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.
- DUTIES** : Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.
- ENQUIRIES APPLICATIONS** : Mrs TB Mathonsi Tel No: 033-897 3331
: Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION NOTE** : Mrs M Chandulal
: Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae.
- CLOSING DATE** : 01 July 2022

POST 22/165 : **PROFESSIONAL NURSE- SPECIALTY REF NO: GS 24/22 (X1 POST)**
 (Child Nursing Science)
 Component: Nursing

SALARY : Grade 1: R388 974 – R450 939 per annum, Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
 Grade 2: R478 404 - R588 390 per annum, Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

CENTRE REQUIREMENTS : Grey's Hospital, Pietermaritzburg
 : **Grade 1** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Child Nursing Science. **Grade 2** Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the one year post basic qualification in the relevant specialty Matric /Senior Certificate or equivalent qualification Degree/Diploma in General Nursing Minimum of 4 years appropriate/recognizable experience as General Nurse One (1) year post basic qualification in Child Nursing Science. Current registration with South African Nursing Council The Employment Equity Target For This Post Is: African Male, Indian Male White Male, Coloured Male Knowledge, Skills and Experience Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.

DUTIES : Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.

ENQUIRIES APPLICATIONS : Mrs TB Mathonsi Tel No: 033-897 3331
 : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

FOR ATTENTION NOTE : Mrs M Chandulal
 : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae.

CLOSING DATE : 01 July 2022

POST 22/166 : **CLINICAL NURSE PRACTITIONER REF NO: SAHELIM 03/2022 (X1 POST)**

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

CENTRE REQUIREMENTS : ST Andrews Hospital: Elim Clinic
 : Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:**

Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional nurse with SANC in general nursing.
Grade 2: Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Skills: Knowledge of nursing care and processes and procedures, Basic knowledge of Public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness.

DUTIES : To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports, intervention and keeping a good valid record on all client interventions. Ensuring proper utilization of Human, Material and Financial resources and keeping up to date records of resources.

ENQUIRIES : Mrs VV Ncume Tel No: 039-4331955 EXT 259
APPLICATIONS : Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag x1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION : Human Resource Manager
NOTE : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. 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 : 01 July 2022

POST 22/167 : **CLINICAL NURSE PRACTITIONER REF NO: SAHMBOTHO 04/2022 (X1 POST)**

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

CENTRE : ST Andrews Hospital: Mbotho Clinic
REQUIREMENTS : Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional nurse with SANC in general nursing. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable

experience after obtaining the one year post basic qualification in Primary Health Care. Skills: Knowledge of nursing care and processes and procedures, Basic knowledge of Public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness

DUTIES

: To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports, intervention and keeping a good valid record on all client interventions. Ensuring proper utilization of Human, Material and Financial resources and keeping up to date records of resources.

ENQUIRIES

: Mrs VV Ncume Tel No: 039-4331955 EXT 259

APPLICATIONS

: Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag x1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION

: Human Resource Manager

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. 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

: 01 JULY 2022

POST 22/168

: **CLINICAL NURSE PRACTITIONER REF NO: SAHSANT 05/2022 (X1 POST)**

SALARY

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

CENTRE

: ST Andrews Hospital: Santombe Clinic

REQUIREMENTS

: Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional nurse with SANC in general nursing. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Skills: Knowledge of nursing care and processes and procedures, Basic knowledge of Public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness

- DUTIES** : To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports, intervention and keeping a good valid record on all client interventions. Ensuring proper utilization of Human, Material and Financial resources and keeping up to date records of resources.
- ENQUIRIES** : Mrs VV Ncume Tel No: 039-4331955 EXT 259
- APPLICATIONS** : Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag x1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.
- FOR ATTENTION** : Human Resource Manager
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. 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** : 01 July 2022
- POST 22/169** : **CLINICAL NURSE PRACTITIONER – SCHOOL HEALTH SERVICES REF NO: SAHMBOTH0 07/2022 (X1 POST)**
- SALARY** : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : ST Andrews Hospital: Mbotho Clinic
- REQUIREMENTS** : Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional nurse with SANC in general nursing. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Skills: Knowledge of nursing care and processes and procedures, Basic knowledge of Public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness
- DUTIES** : To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic

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

**ENQUIRIES
APPLICATIONS**

: Mrs VV Ncume Tel No: 039-4331955 EXT 259
: Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag x1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

**FOR ATTENTION
NOTE**

: Human Resource Manager
: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. 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

: 01 July 2022

POST 22/170

: **CLINICAL NURSE PRACTITIONER (NTUMENI CLINIC) REF NO: MBO 05/2022) (X1 POST)**

SALARY

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

**CENTRE
REQUIREMENTS**

: Mbongolwane District Hospital
: Senior certificate/Matric or equivalent. Degree/Diploma in General Nursing Science and Midwifery plus. One (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC.A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. Proof of previous and current work experience written by supervisor. Attach certificate of service endorsed and stamped by HR Office. Knowledge, Skills, Training and Competencies Required: Knowledge of all applicable legislations such as Nursing Act, 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 counselling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory. Good interpersonal relationship. Good insight of procedures and policies pertaining to nursing care.

DUTIES

: Provide promotive, preventative, curative and rehabilitative services to the community. Ensure proper utilization and safekeeping of basic medical equipment. Assist in orientation and induction of staff. Provide direct and indirect supervision of all nursing staff. Implement Batho Pele principles. 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, Ideal Clinic, Quality and Clinical Audits. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources. Plan and organize own work to ensure proper nursing care in the clinic. Conduct health education to community. Assist in data management.

Ensure pharmaceutical management. Assist in the management of mother and child programmes.

ENQUIRIES : Mrs SI Mkhwanazi Tel No: 035 4766242

APPLICATIONS : All applications should be posted to: The CEO, Private Bag x126, Kwa-Pett, 3280 or hand deliver to Mbongolwane District Hospital

FOR ATTENTION : Human Resource Manager

NOTE : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83 - most recent one) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. **NB:** Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered.

CLOSING DATE : 04 July 2022

POST 22/171 : **LECTURER PND1/PND2 (POST GRADUATE DIPLOMA IN PRIMARY CARE NURSING: R.635) REF NO: PSNC02/2022 (X2 POSTS)**

SALARY : R388 974 per annum (PND1)
R478 404 per annum (PND2)
12% Rural Allowance, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements) other benefits

CENTRE : Port Shepstone Nursing Campus

REQUIREMENTS : Senior Certificate/Grade 12 PLUS, A Diploma /Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse PLUS, Diploma in Clinical Nursing Science, Health Assessment, Treatment and Care(R.48) PLUS, A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC) PLUS, Proof of Current Registration with the South African Nursing Council (SANC) 2022 PLUS, Unendorsed valid Code EB driver's licence (code 08). A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, Midwife/Accoucheur, community and Psychiatric nurse (in the case of grade 1 PND 1) Or A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2 PND 2) N.B.: (Proof of experience and / or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading). Recommendations: Master's degree. A minimum of six months clinical experience in Primary Health Care Nursing. Knowledge, Skills and Experience Have in-depth knowledge of procedures and processes related to Primary health care nursing. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

- DUTIES** : Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Coordinate and ensure clinical accompaniment of students. Coordinate the implementation of R.635 programme (Primary Care Nursing) including teaching and learning and assessment of R171 and R425 programmes. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Oversee the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students.
- ENQUIRIES** : Miss NNT Ndlela Tel No: (039) 315 5322
- APPLICATIONS** : Applications should be posted to: The Registrar, Port Shepstone Nursing Campus, Private Bag X719, Port Shepstone 4240.
- FOR ATTENTION** : Mr. PE Mtshali
- NOTE** : NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes 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). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications Application for employment fully completed (Z83) and detailed Curriculum vitae.
- CLOSING DATE** : 01 July 2022
- POST 22/172** : **CLINICAL NURSE PRACTITIONER (PHC) GR 1 & 2 REF NO: EKU 01/2022 (X1 POST)**
- SALARY** : Grade 1: R388 974 - R450 939 per annum
Grade 2: R474 04 – R588 390 per annum
Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to meeting prescribed requirements) plus 8% Rural Allowance
- CENTRE** : Ekuvuken PHC
- REQUIREMENTS** : Senior certificate or Grade 12. Degree/ Diploma in Nursing Science and midwifery. Current registration certificate with SANC as a professional Nurse in General nursing and Midwifery (2022). Post-Basic Diploma in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care (PHC) with a duration of at least one (1) year. Certificate of Service Endorsed by Human Resource Department. Experience: **Grade 1:** A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a professional Nurse with SANC in General Nursing. At least one year Post Basic Nursing qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Experience: **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years must be appropriate/ recognizable experience after obtaining the one year Post Basic qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Knowledge; Skills and Competencies Required: Knowledge of SANC rules and regulations. Knowledge of legislative framework and departmental prescripts. Ability to formulate patients care related policies. Knowledge of provincial acts and national acts policies. Knowledge of sound Nursing care delivery approaches. Basic financial management skills. Knowledge of human resource management. Ability to formulate vision, mission and objectives of the unit. Communication skills and decision making. Ability to provide mentoring and coaching. Have leadership and supervisory skills.
- DUTIES** : Execute duties and function with proficiency within prescript and applicable legislations. Provision of quality patient care through setting of standards, policies and procedure. Assist in planning, organizing and monitoring the objectives of the Unit and the Department. Demonstrate understanding of Human Resource and Financial Management practices and procedures.

Improve perinatal mortality and morbidity through implementation of priority programmes e.g EMTCT, CARMMA, MBFI, ESMOE and BANC. Display the concern for patients, promoting and advocating proper treatment and care including the awareness and willingness to respond to patient's needs, requirements and expectations Bath Pele Principles. Promotes Women's health and Child health. Manage all resources effectively and efficiently and ensure optimal service delivery. Carryout EPMDs evaluation of staff, formulate training programmes and ensure implementation of the programmes. Provide a safe, therapeutic and hygienic environment as laid down by the Nursing Act, Occupational Health and Safety Act and all other prescripts .Promotes Nursing Ethics and advocates for professionalism.

**ENQUIRIES
APPLICATIONS**

: Ms Y.T Ndebele Tel No: 036 637 9600
 : All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag x9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

**FOR ATTENTION
NOTE**

: Mr S.D.Mdletshe
 : The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment Form effective 01/02/2021, which is obtainable at any Government Department or from the website www.kznhealth.gov.za . The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.

CLOSING DATE

: 01 July 2022

POST 22/173

: **LECTURER PND1/PND2 (ADVANCED DIPLOMA IN MIDWIFERY: R.1497)
REF NO: PSNC 03/2022 (X2 POSTS)**

SALARY

: R388 974 per annum (PND1)
 R478 404 per annum (PND2)
 Other Benefits 12% Rural Allowance, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: Port Shepstone Nursing Campus
 : Senior Certificate/Grade 12 PLUS, A Diploma /Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Proof of Current Registration 2022 with the South African Nursing Council (SANC) as a General Nurse, Midwife/ Accoucher, and Community Nurse. A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC) PLUS, A post registration qualification in Midwifery Nursing Science PLUS, Proof of Current Registration with the South African Nursing Council (SANC) 2022 PLUS, A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, Midwife/Accoucheur, community and Psychiatric nurse (in the case of grade 1 PND 1) or A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2 PND 2) Unendorsed

valid Code EB driver's licence (code 08) N.B: (Proof of experience and / or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading).Recommendations: Post Basic qualification in Advanced Midwifery and Neonatal Nursing Science (R.212).A minimum of six months clinical experience in Midwifery/ maternity department Master's Degree. Knowledge, Skills and Experience Have in-depth knowledge of procedures and processes related to Midwifery practice. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

DUTIES : Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Coordinate and ensure clinical accompaniment of students. Coordinate the implementation of R.1497 programme (Advanced Diploma in Midwifery) including teaching and learning and assessment of R171 and R425 programmes. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Oversee the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implement the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students

ENQUIRIES : Miss N.T Ndlela Tel No: (039) 315 5322

APPLICATIONS : Applications should be posted to: The Registrar, Port Shepstone Nursing Campus, Private Bag X719, Port Shepstone 4240.

FOR ATTENTION : Mr. P.E Mtshali

NOTE : NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes 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).Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications Application for employment fully completed (Z83) and detailed Curriculum vitae.

CLOSING DATE : 01 July 2022

POST 22/174 : **CLINICAL NURSE PRACTITIONER (PHC) GR 1 & 2 REF NO: ROC 01/2022 (X1 POST)**

SALARY : Grade 1: R388 974 - R450 939 per annum
Grade 2: R474 04 – R588 390 per annum
Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to meeting prescribed requirements) plus 8% Rural Allowance

CENTRE : Rockcliff Clinic
REQUIREMENTS : Senior certificate or Grade 12. Degree/ Diploma in Nursing Science and midwifery. Current registration certificate with SANC as a professional Nurse in General nursing and Midwifery (2022). Post-Basic Diploma in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care (PHC) with a duration of at least one (1) year. Certificate of Service Endorsed by Human Resource Department. Experience: **Grade 1:** A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a professional Nurse with SANC in General Nursing. At least one year Post Basic Nursing qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Experience: **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years must be

appropriate/ recognizable experience after obtaining the one year Post Basic qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Knowledge; Skills and Competencies Required: Knowledge of SANC rules and regulations. Knowledge of legislative framework and departmental prescripts. Ability to formulate patients care related policies. Knowledge of provincial acts and national acts policies. Knowledge of sound Nursing care delivery approaches. Basic financial management skills. Knowledge of human resource management. Ability to formulate vision, mission and objectives of the unit. Communication skills and decision making. Ability to provide mentoring and coaching. Have leadership and supervisory skills.

DUTIES : Execute duties and function with proficiency within prescript and applicable legislations. Provision of quality patient care through setting of standards, policies and procedure. Assist in planning, organizing and monitoring the objectives of the Unit and the Department. Demonstrate understanding of Human Resource and Financial Management practices and procedures. Improve perinatal mortality and morbidity through implementation of priority programmes e.g EMTCT, CARMMA, MBFI, ESMOE and BANC. Display the concern for patients, promoting and advocating proper treatment and care including the awareness and willingness to respond to patient's needs, requirements and expectations Bath Pele Principles. Promotes Women's health and Child health. Manage all resources effectively and efficiently and ensure optimal service delivery. Carryout EPMDS evaluation of staff, formulate training programmes and ensure implementation of the programmes. Provide a safe, therapeutic and hygienic environment as laid down by the Nursing Act, Occupational Health and Safety Act and all other prescripts .Promotes Nursing Ethics and advocates for professionalism.

ENQUIRIES : Ms Y.T Ndebele Tel No: 036 637 9600
APPLICATIONS : All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag x9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

FOR ATTENTION : Mr S.D.Mdletshe
NOTE : The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from the website www.kznhealth.gov.za . The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.

CLOSING DATE : 01 July 2022

POST 22/175 : **CLINICAL NURSE PRACTITIONER (PHC) GR 1 & 2 REF NO: LIME 01/2022 (X1 POST)**

SALARY : Grade 1: R388 974 - R450 939 per annum
 Grade 2: R474 04 – R588 390 per annum
 Other Benefits 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to meeting prescribed requirements) plus 8% Rural Allowance

CENTRE : Lime Hill Clinic

REQUIREMENTS

: Senior certificate or Grade 12. Degree/ Diploma in Nursing Science and midwifery. Current registration certificate with SANC as a professional Nurse in General nursing and Midwifery (2022). Post-Basic Diploma in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care (PHC) with a duration of at least one (1) year. Certificate of Service Endorsed by Human Resource Department. Experience: **Grade 1:** A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a professional Nurse with SANC in General Nursing. At least one year Post Basic Nursing qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Experience: **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years must be appropriate/ recognizable experience after obtaining the one year Post Basic qualification in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care. Knowledge; Skills and Competencies Required: Knowledge of SANC rules and regulations. Knowledge of legislative framework and departmental prescripts. Ability to formulate patients care related policies. Knowledge of provincial acts and national acts policies. Knowledge of sound Nursing care delivery approaches. Basic financial management skills. Knowledge of human resource management. Ability to formulate vision, mission and objectives of the unit. Communication skills and decision making. Ability to provide mentoring and coaching. Have leadership and supervisory skills.

DUTIES

: Execute duties and function with proficiency within prescript and applicable legislations. Provision of quality patient care through setting of standards, policies and procedure. Assist in planning, organizing and monitoring the objectives of the Unit and the Department. Demonstrate understanding of Human Resource and Financial Management practices and procedures. Improve perinatal mortality and morbidity through implementation of priority programmes e.g EMTCT, CARMMA, MBFI, ESMOE and BANC. Display the concern for patients, promoting and advocating proper treatment and care including the awareness and willingness to respond to patient's needs, requirements and expectations Bath Pele Principles. Promotes Women's health and Child health. Manage all resources effectively and efficiently and ensure optimal service delivery. Carryout EPMDS evaluation of staff, formulate training programmes and ensure implementation of the programmes. Provide a safe, therapeutic and hygienic environment as laid down by the Nursing Act, Occupational Health and Safety Act and all other prescripts .Promotes Nursing Ethics and advocates for professionalism.

ENQUIRIES

: Ms Y.T Ndebele Tel No: 036 637 9600

APPLICATIONS

: All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag x9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

FOR ATTENTION

: Mr S.D.Mdletshe

NOTE

: The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from the website www.kznhealth.gov.za . The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action

employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.
01 July 2022

CLOSING DATE

POST 22/176

ASSISTANT DIRECTOR: FINANCE REF NO: STC 2/2022 (X1 POST)

SALARY

R382 245 per annum, Plus Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (employee must meet prescribed conditions) Medical Aids (optional)

CENTRE

ST Chads CHC

REQUIREMENTS

Senior Certificate (Grade 12). Bachelor's Degree / National Diploma in Finance or Cost and Management Accounting Plus. 3 years of supervisory experience in financial field. Proof of experience should be attached to the application (Confirmation of service on official letters from previous/current employers, signed and stamped by HR). Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Valid Driver's license (Minimum code EB). Knowledge, Skill, Training and Competencies Required: Good knowledge of Public Finance Management Act, Supply Chain Management Framework. Division of Revenue Act, National Tertiary Services Grant Framework, Treasury Regulations. Solid experience in budgeting, financial planning & analysis, asset management, Vulindlela and Basic Accounting System (BAS). Have ability to perform independently and under pressure as well as report writing & presentation at short notice. Skills: Decision-making, Problem solving, good Communication, Advance proficiency in Microsoft Excel with excellent quantitative & analytical skills. Attributes: Strong leadership, innovation, concern for excellence, drive and enthusiasm. Ability to handle sensitive financial information in strictest confidence. Knowledge in budgeting, financial planning and analysis.

DUTIES

Ensure that the budget is aligned to the Department Strategic Plans and CHC business plans. Monitor and interpret cash flows and report on financial projections CHC management and other relevant management officials within the department. Provide input towards the development of strategic, annual performance and business plans. Ensure the effective management of budgetary and expenditure control functions for the Sub-District. Implement and manage efficient, cost effective and integrated Supply Chain Management throughout the District. Perform Employee Performance Management and Development (EPMDS) of staff as required. Ensure appropriate management and utilisation of resources allocated to the component. Ensure regulations /procedures and proper internal control / SOP'S are in place and adhered to at all times. Overall responsibility and management of staff in Finance Component and SCM. Ensure compliance with Risk Management Policies. Ensure affective and efficient management of assets. Actively participate in infrastructure project management. Ensure cooperation and responsiveness to emergency service delivery situation.

ENQUIRIES

CEO) SE Mnguni Tel No: 036 637 9600

APPLICATIONS

All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag x9950 Ladysmith 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

FOR ATTENTION

Mr S.D.Mdletshe

NOTE

The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from the website www.kznhealth.gov.za . The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not

been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.

CLOSING DATE

: 01 July 2022

POST 22/177

: **ASSISTANT DIRECTOR: FINANCE REF NO: AMAJ03/2022**
Component: Finance Management Directorate

SALARY

: R382 245 – R450 255 per annum (Level 09)

CENTRE

: Amajuba Health District Office

REQUIREMENTS

: Senior Certificate (Grade 12). Bachelor's Degree / 3 years National Diploma in Finance or Accounting with financial accounting/accounting as major subject Plus.3-5 years of supervisory experience in financial section. Proof of experience should be attached to the application. (Certificate of service of official letters of service from previous /current employers with detailed key result areas, signed and stamped by HR. Applications in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications Recommendations Valid Driver's License. (Minimum code EB Knowledge, Skills, Behavioural Attributes and Competencies Required Good knowledge of Public Finance Management Act, Supply Chain Management Framework. Division of Revenue Act, National Tertiary Services Grant Framework, Treasury Regulations. Solid experience in budgeting , financial planning & analysis , asset management, Vulindlela and Basic Accounting System (BAS).Have ability to perform independently and under pressure as well as report writing & presentation at short notice. Skills: Decision –making, Problem solving, good Communication, Advance proficiency in Microsoft Excel with excellent quantitative & analytical skills. Attributes: Strong leadership, innovation, concern for excellence, drive and enthusiasm. Ability to handle sensitive financial information in strictest confidence. Knowledge in budgeting, financial planning and analysis.

DUTIES

: Ensure that the budget is aligned to the Departmental Strategic Plans and business plan and procurement plan Monitor and interpret cash flows and report on financial projections to District management and other relevant management officials within the department. Provide input towards the development of strategic, annual performance and business plans. Ensure the effective management of budgetary and expenditure control functions for a District Office, EMS &Forensic mortuaries. Take effective and appropriate steps to ensure maximum collection of revenue due to District Office, EMS &Forensic mortuaries. Implement and manage and efficient, cost effective and integrated Supply Chain Management throughout the District Office, EMS &Forensic mortuaries. Perform Employee Performance Management and Development (EPMDS) of staff as required. Ensure appropriate management and utilization of resources allocated to the component. Regulations /procedures and proper internal control / SOP's are in place and adhered to at all times. Overall responsibility and management of staff in Finance Component. Design, develop and implement financial strategies to ensure effective monitoring and action to keep monthly and progressive expenditure within budget limits. Ensure implementation of financial policies and management systems within broad Provincial guidelines and to counteract on going audit findings. Assist Managers and clinical staff within the institution to implement central cost structures i.e cost centres. Actively assist Managers with budgetary control and the management of budget variances. Ensure compliance with Risk Management Policies. Ensure effective and efficient management of assets. Actively participate in infrastructure project management. Ensure cooperation and responsiveness to emergency service delivery situation-2-.Ensure clearance of suspense accounts. Payroll management. Authorize financial transactions on BAS.

ENQUIRIES

: Mrs. S.Y Masango Tel No: 034 328 7014

APPLICATIONS

: All applications should be forwarded to: The Acting Deputy Director: Human Resource Management Services: KZN Department of Health, Private Bag

		X6661, Newcastle, 2940 Or Hand delivered to: 38 Voortrekker Street, Newcastle.
<u>FOR ATTENTION NOTE</u>	:	Mr V.J Khumalo
	:	Applications must be submitted on the prescribed Application for Employment form (Z83) This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Application form (Z83) must be accompanied by detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other documents on application but must submit the Z83 and a detailed Curriculum, Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendation of the advert. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note due to financial constraints, there will be no payment for S&T claims. Males are encouraged to apply and people with disability also should feel free to apply. Employment Equity Target for this post is African Male, and peoples with disability may feel free to apply.
<u>CLOSING DATE</u>	:	01 July 2022
<u>POST 22/178</u>	:	<u>HEALTH AND SAFETY REF NO: STC 1/2022 (X1 POST)</u>
<u>SALARY</u>	:	R321 543 per annum, Plus Other Benefits: 13 th Cheque, Medical Aid (optional), Home Owner Allowance (employee must meet prescribed conditions) Medical Aids (optional)
<u>CENTRE REQUIREMENTS</u>	:	ST Chads CHC
	:	Senior Certificate (grade 12). Degree /National Diploma in Health Sciences / Engineering /Environmental Health. 3-5 years' experience working as Safety Officer. Valid Code B Driver's License. Recommendation: Samtrac. Knowledge, Skill, Training and Competencies Required: Knowledge and skills in managing quality improvement programs. Extensive knowledge of legislation pertaining to Health and Safety. Report writing skills. Ability to identify, control, monitor and investigate hazards/accidents. Knowledge of OHS Act 85 of 1993 and COID Act 130 of 1993. Good communication skills.
<u>DUTIES</u>	:	To ensure quality management procedures are in place for safety by developing quality improvement plans as well as Health and Safety policies and procedures tools and manuals. To ensure quality audits functions are carried out for the CHC. To ensure safety statistic are analysed, interpreted, reported and captured. To ensure the delegated management and administrative functions are carried out correctly and timely in order for health and safety to function in the CHC. To investigate all types of accidents, compile reports related to accidents and to design tool prevent future accidents. Attend to disaster management committee, building site meeting and all other relevant meetings. To ensure compliance on OHS Act in all the clinics.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr.L.B Ngubane Tel No: 036 637 9600.
	:	All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag x9950 Ladysmith 3370, or Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.
<u>FOR ATTENTION NOTE</u>	:	Mr S.D.Mdletshe
	:	The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from the website www.kznhealth.gov.za . The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies

should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.

- CLOSING DATE** : 01 July 2022
- POST 22/179** : **PROFESSIONAL NURSE GENERAL STREAM REF NO: SAHELIM 05/2021 (X1 POST)**
- SALARY** : Grade 1: R260 760 per annum
Grade 2: R320 703 per annum
Grade 3: R388 974 per annum
Other Benefits: 13th Cheque, 12% Rural Allowance, Home Owners Allowance (Employee Must Meet Prescribed Requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** : ST Andrews Hospital – Elim Clinic
: **Grade 1:** Senior Certificate. Diploma/ Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwifery. **Grade 2:** Senior Certificate. Diploma/ Degree in General Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery. A minimum of 10 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. **Grade 3:** Senior Certificate. Diploma/ Degree in General Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery. A minimum of 20 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Skills: Knowledge of nursing care and processes and procedures. Basic knowledge of Public service regulations. Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness.
- DUTIES** : Provide directions and supervision for the implementation of the nursing plan (clinical practice/quality patient care. Administer treatment plan of common or minor primary health conditions presented at primary care facilities in accordance with prescribed norms and standards, guidelines and treat conditions of patients as prescribed. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports and intervention, keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources.
- ENQUIRIES APPLICATIONS** : Mrs VV Ncume Tel No: 039 433 1955 EXT 259
: Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010 Harding, 4680. Or Hand Delivery: 14 Moodie Street, Harding, 4680.
- FOR ATTENTION** : Human Resource Manager

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae. 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

: 01 July 2022