

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

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

ERRATUM: Department of Health: Kindly note that the post of Diagnostic Radiographer, Radiology Department (**For Greys Hospital**) with Ref No: GS 40/22 was advertised in Public Service Vacancy Circular 27 dated 22 July 2022, The salary indicated has been amended to Grade 1: R322 746 per annum Grade 2: R407 664 per annum, Grade 3: R 445 752 per annum

OTHER POSTS

<u>POST 28/150</u>	:	<u>HEAD CLINICAL DEPARTMENT (MEDICAL) GRADE 1 REF NO: NGWE 27/2022</u> Department: Internal Medicine
<u>SARARY</u>	:	R2 193 837 – R2 328 450 per annum. 13 th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 18% In-hospitable area allowance. All-inclusive salary package per annum (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). Commuted overtime which is determined by service delivery needs of the department.
<u>CENTRE REQUIREMENTS</u>	:	Ngwelezana Tertiary Hospital Senior Certificate/Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. A minimum of 7 years appropriate experience as a Medical Specialist in Internal Medicine after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Knowledge, Skills, Attributes and Abilities Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management. Assessment, diagnose and management of patients within the field of expertise. Managerial and financial management skills. Computer skills. Driving skills. Problem solving skills. Concern of excellence. Courtesy and interpersonal relation skills. Stress tolerance and innovation skills. Awareness of cross-cultural differences. Valid driver's license.
<u>DUTIES</u>	:	Overall management of internal medicine specialist services within Region 4 (King Cetshwayo, Zululand and Umkhanyakude Districts) to ensure equitable distribution of all resources to achieve optimal patient care within defined levels of institutional responsibility. Render efficient and cost-effective internal medicine services to patients managed by Ngwelezana Hospital, Queen Nandi Regional Hospital, and District Health Care Services in Region 4 and Primary Health Care Services in Umhlathuze Sub-District. Strengthen and ensure continuous clinical governance for internal medicine services within the area of jurisdiction. Ensure rational use of resources including laboratory investigations, medication, consumables and equipment. Deliver effective and efficient administration of the internal medicine department. Plan and partake in the training of staff including registrars, medical officers, Community service officers. Interns and undergraduate medical students and also support relevant clinical research, clinical trials and other activities. Develop tertiary services within the field of internal medicine. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Conduct out-patient specialist clinics and in-patient and provide expert opinion where required. Monitor services rendered to hospital patients in this discipline, undergraduate and postgraduate teaching and training, development and supervision of research projects and academic outreach. Ensure provisioning of a 24-hour service in internal medicine. Provide vision, strategic direction and inspire employees to deliver excellent, quality health services. Manage the performance of allocated human resources. Ensure that working environment complies with Health and Safety Act, staffs adhere to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and

manage protocols in accordance with Department of Health policies that will have a positive impact on staff and ensure that staff is aware and adhere to protocols. Compile medium and long term expenditure framework and implement fiscal control measures on an ongoing basis. Provide measures and guidance on quality assurance to comply with the set quality standards. Generate reports, plans, presentations and perform other administrative duties attached to this position. Strengthen partnership with relevant stakeholders i.e. Medical School, Referral Hospitals, Research Council, etc. Maintain clinical, professional and ethical standards.

- ENQUIRIES** : Dr. RS Moeketsi Tel No: 035 901 7260
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
- FOR ATTENTION** : Mr MP Zungu
- 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. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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 and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.
- CLOSING DATE** : 15 August 2022
- POST 28/151** : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 28/2022**
Department: Radiology
- SALARY** : Grade 1: R1 754 739 – R1 862 412 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 18% In-hospitable area allowance. All-inclusive salary package per annum (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). Commuted overtime which is determined by service delivery needs of the department.
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiology. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiology. A minimum of 3 years appropriate experience as a Medical Specialist in Radiology after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Knowledge, Skills, Attributes and Abilities Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget,

monitoring expenditure and project management. Assessment, diagnose and management of patients within the field of expertise. Managerial and financial management skills. Computer skills. Driving skills. Problem solving skills. Concern of excellence. Courtesy and interpersonal relation skills. Stress tolerance and innovation skills. Awareness of cross-cultural differences. Valid driver's license.

DUTIES

: Co-ordinate specialist services for the discipline within Region 4 (King Cetshwayo, Zululand and Umkhanyakude Districts) to ensure equitable distribution of all resources to achieve optimal patient care within defined levels of institutional responsibility. Participate in the development of tertiary services in the entire Region. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Render specialist services to out-patient and in-patient and provide expert opinion where required and participate in provisioning of a 24 hour service. Provide vision, strategic direction and inspire employees to deliver excellent quality health services. Strengthen clinical governance. Manage the performance of allocated human resources. Develop and coordinate the on-going delivery of under and post graduate teaching in specialized fields. Ensure that the environment complies with Health and Safety Act, staff adheres to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and manage protocols in accordance with departmental policies that will have a positive impact on staff and ensure that staff is aware of it. Compile medium and long term expenditure framework and implement fiscal measures on an ongoing basis. Provide measures and guidance on quality assurance to comply with set quality standards. Comply with National Core Standards.

ENQUIRIES

: Dr. RS Moeketsi Tel No: 035 901 7260

APPLICATIONS

: Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.

FOR ATTENTION

: Mr MP Zungu

NOTE

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CLOSING DATE

: 15 August 2022

<u>POST 28/152</u>	:	<u>HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 29/2022</u> Department: Ophthalmology
<u>SALARY</u>	:	Grade 1: R1 754 739 – R1 862 412 per annum. 13 th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 18% In-hospitable area allowance. All-inclusive salary package per annum (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). Commuted overtime which is determined by service delivery needs of the department.
<u>CENTRE REQUIREMENTS</u>	:	Ngwelezana Tertiary Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Ophthalmology. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Ophthalmology. A minimum of 3 years appropriate experience as a Medical Specialist in Ophthalmology after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Knowledge, Skills, Attributes and Abilities Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management. Assessment, diagnose and management of patients within the field of expertise. Managerial and financial management skills. Computer skills. Driving skills. Problem solving skills. Concern of excellence. Courtesy and interpersonal relation skills. Stress tolerance and innovation skills. Awareness of cross-cultural differences. Valid driver's license.
<u>DUTIES</u>	:	Co-ordinate specialist services for the discipline within Region 4 (King Cetshwayo, Zululand and Umkhanyakude Districts) to ensure equitable distribution of all resources to achieve optimal patient care within defined levels of institutional responsibility. Participate in the development of tertiary services in the entire Region. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Render specialist services to out-patient and in-patient and provide expert opinion where required and participate in provisioning of a 24 hour service. Provide vision, strategic direction and inspire employees to deliver excellent quality health services. Strengthen clinical governance. Manage the performance of allocated human resources. Develop and coordinate the on-going delivery of under and post graduate teaching in specialized fields. Ensure that the environment complies with Health and Safety Act, staff adheres to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and manage protocols in accordance with departmental policies that will have a positive impact on staff and ensure that staff is aware of it. Compile medium and long term expenditure framework and implement fiscal measures on an ongoing basis. Provide measures and guidance on quality assurance to comply with set quality standards. Comply with National Core Standards.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. RS Moeketsi Tel No: 035 901 7260
<u>APPLICATIONS</u>	:	Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
<u>FOR ATTENTION NOTE</u>	:	Mr MP Zungu
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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 and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.

- CLOSING DATE** : 15 August 2022
- POST 28/153** : **MEDICAL MANAGER REF NO: EMS/03/2022**
(Re-Advertised – Candidates who applied previously must re-apply)
- SALARY** : R1 191 510 - R1 322 391 per annum, (Excluding commuted overtime), 13th Cheque, Medical Aids (Optional) plus 18% Rural allowance. This package inclusive of 70% basic salary and 30% flexible portion that can be structured in terms of applicable rules.
- CENTRE** : Emmaus Hospital
- REQUIREMENTS** : Senior Certificate (Grade12) / equivalent. MBCHB Qualification, registration certificate plus registration with the HPCSA as a medical Practitioner. Current proof of registration endorsed by Human Resource Officer/ certificate of service. A minimum of 4 years' experience practicing as a Medical Officer after registration with the HPCSA, Recommendation 2 years must be in management or supervision. (Appointment letters) Knowledge & Skills Policy formulation skills. Knowledge of current health and public service legislation and policies. Sound clinical knowledge, experience in the respective disciplines. Excellent human relations, communication skills, leadership and team building skills. Ability to develop policies. Computer literacy. Sound management, negotiation/ planning, organizing decision making interpersonal, conflict management and problem solving skills. Sound knowledge and clinical skills in medical disciplines and management skills. Good team building and leadership.
- DUTIES** : To ensure co-ordination of various clinical and support services so that functions are performed within a multi-disciplinary approach to promote optimal patients care. To provide leadership to the medical / paramedical team and liaise with Senior Management Team on matters thereof. Ensuring that a full Primary Health Care (PHC) Package is providing with emphasis on newly introduced programs. Management of financial resources and ensuring cost effective services delivery. Participate in Human Resource strategies in the institution and ensure that development, training and continued education of staff is achieved. To provide leadership in the development of maternal and Child Health Care, Oral and Dental services, Rehabilitative services, Pharmaceutical services as well as management of non-communicable diseases. Maintain optimal utilization of human resources and drive procurement of medical equipment. Performance management appraisal for all staff under the medical component. Ensure 24 hours 7 days a week medical coverage. Ensure establishment and functioning of the clinical and therapeutic committee. Participate in senior management and strategic activities activities as well as National Core Standards. Ensure medical coverage in all our fixed clinics. Conduct clinical audits and reviews, provide clinics. Conduct clinical governance and ensure hospital efficiency. Develop clinical protocol and policies for medical services and ensure that these are accordance with current regulations and guidelines. Promote effective communication and team approval within the entire medical component. Advise hospital management on all developments in the clinical component. Advise hospital management on all developments in the clinical component. Maintain discipline and deal grievances and labour relations issues in terms of laid down policies and procedures in medical and allied Health sections. Formulate strategic plans in keeping with the requirement of the institution. Monitor and evaluate patient care delivery. Monitor and implement quality improvement plan. Perform

		clinical duties as the institution demands. Deputise the Chief Executive Officer as required.
<u>ENQUIRES</u>	:	Mrs MAN. Mzizi Tel No: 036 488 1570 (ext 8203)
<u>APPLICATIONS</u>	:	Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.
<u>FOR ATTENTION</u>	:	Human Resource Manager
<u>NOTE</u>	:	Application should be submitted on form Z83 obtainable from any Public Service Department and should be accompanied by a CV ONLY (only shortlisted candidates will be required to submit certified copies of documents). No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No Subsistence and Travelling Allowance Will Be Paid For Interview Attendance 15 August 2022 @ 16:00
<u>CLOSING DATE</u>		
<u>POST 28/154</u>	:	<u>MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 30/2022</u> Department: Surgery
<u>SALARY</u>	:	Grade 1: R1 122 630 – R1 191 510 per annum Grade 2: R1 283 592 - R1 362 363 per annum Grade 3: R1 489 665 – R1 862 412 per annum 13 th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 18% In-hospitable area allowance. All-inclusive salary package per annum (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). Commuted overtime which is determined by service delivery needs of the department.
<u>CENTRE</u>	:	Ngwelezana Tertiary Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Surgery. Appropriate tertiary qualification in the Health Science (MBCbB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Surgery. Proof of current and previous working experience endorsed by Human Resource department (certificate of service). Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer when they apply. Grade 1: No experience required. Grade 2: A minimum of five (05 years relevant experience after registration with Health Profession Council of South Africa (HPCSA) as a Medical Specialist in Surgery. Grade 3: A minimum of ten (10) years relevant experience after registration with the Health Profession Council of South Africa (HPCSA) as a Medical Specialist in Surgery. Knowledge, Skills, Attributes and Abilities Sound clinical concept within the specific domain. Ability to work in multidisciplinary team. Teaching and supervisory skills. Ability to diagnose and manage most common psychiatry conditions, including emergencies. Good verbal and written communication skills and interpersonal skills. Knowledge of all Public Service Legislation, Policies and Procedures. Conflict management skills. Innovation, drive and stress tolerance. Concern of excellence.
<u>DUTIES</u>	:	The candidate will, under the direction of the Head of Department: Conduct specialist ward rounds, provide after hour coverage in Surgery Department and clinical support to junior staff, provide advice to district / regional level hospitals, manage / supervise allocated human resources and ensure equipment is appropriately maintained. Training of undergraduate and post graduate medical students. Active participation in quality improvement programmes including clinical audits and CME activities. Attend to administrative matters within the unit. Assist with administration of the Surgery Department and have an input into the unit's administration at Ngwelezana Hospital. Assist protocol development and review for patient's management in Surgery. Development and implement clinical audit and quality assurance programmes. Provide outreach services to surrounding district hospitals which refer to Ngwelezana Hospital. Attend to meetings and workshops directed. Comply with all legal prescripts acts, legislative, policies, circulars procedures, guidelines and code

of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards.

**ENQUIRIES
APPLICATIONS**

: Dr. G Oosthuizen Tel No: 035 901 7000
: Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni, 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.

**FOR ATTENTION
NOTE**

: Mr MP Zungu
: 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. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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 and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.

CLOSING DATE

: 15 August 2022

POST 28/155

: **MEDICAL SPECIALIST (UROLOGY) REF NO: MEDSPEC URO/ 01/2022 (X1 POST)**
Department: Urology

SALARY

: Grade 1: R1 122 630 per annum, (all-inclusive salary package), excluding commuted overtime.
Grade 2: R1 283 592 per annum, (all-inclusive salary package), excluding commuted overtime.
Grade 3: R1 489 665 per annum, (all-inclusive salary package), excluding commuted overtime.

**CENTRE
REQUIREMENTS**

: Inkosi Albert Luthuli Central Hospital
: **Grade 1:** No experience required. **Grade 2:** Five (5) years appropriate experience as a Medical Specialist after registration with the HPCSA as Medical Specialist- Urology. **Grade 3:** Ten (10) years appropriate experience as a Medical Specialist after registration with the HPCSA as Medical Specialist Urology. Minimum Requirements: Senior Certificate (Matric). MBCHB or equivalent qualification registered with the HPCSA. FCUrol (SA) Plus Current Registration with the Health Professions Council of South Africa as a "Specialist Urologist". Candidates who have completed their period of registrar training as registrars may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa as a specialist. Recommendation: Previous experience in a specialist position. Knowledge, Skills, Training and Competencies: Knowledge and skills in Clinical Urology, including Emergency, Medical and Surgical Care. Demonstrate the ability to supervise and teach junior staff. Demonstrate the ability to work as part of a multidisciplinary team.

- Proven management ability, sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.
- DUTIES** : Provide a specialist Urology service and assist the urology head of department and heads of clinical units with effective overall management of the provision of Urology services based at IALCH. Provide a consultative service and expert opinion on Urology related matters at IALCH within the staffing norms. Provide after-hours (nights, weekends, public holidays) Urology consultative service based at IALCH within the commuted overtime contract. Maintain clinical, professional and ethical standards related to these services. Assist the heads of clinical units with the development and implementation of guidelines, protocols and clinical audits, revising as needed to optimise patient care in the theatres and wards with the resources available. Assist with auditing the activity and outcomes of service of the Urology Department. Be part of the multi-disciplinary team to optimise patient care and use of Human and other resources. Participate in both academic and clinical administrative activities. Participation in commuted overtime is compulsory.
- ENQUIRIES** : Dr EH Abdel Goad Tel No: (031)2401810
- APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the It is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 17 August 2022
- POST 28/156** : **MEDICAL OFFICER REF NO: MOPAEDSCC/ 07/2022 (X1 POST)**
Department: Paediatric Critical Care
- SALARY** : Grade 1: R833 523 per annum, (all inclusive salary package), excluding Commuted Overtime.
Grade 2: R953 049 per annum, (all-inclusive salary package), excluding Commuted overtime
Grade 3: R1 106 037 per annum, (all-inclusive salary package), excluding commuted Overtime.
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Current registration with Health Professions Council as a Medical Practitioner. Completion of Community Service. Recommendation: Experience in Paediatrics will be an advantage. Experience: **Grade 1:** No Experience required from South African qualified employees. One year relevant experience after registration as a Medical Practitioner with recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 2:** Five (5) years appropriate experience as a Medical Officer after Registration

with HPCSA as a Medical Practitioner. Six (6) Years' relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. Eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Knowledge Skills And Experience Required: Knowledge and skills in Paediatrics including emergencies. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills.

DUTIES : The candidate will be expected to work in the Paediatric Medical service which includes neonatal and paediatric Intensive care, high care, Paediatric subspecialty services. After-hours clinical participation in the call roster. Assist with the provision and development of Paediatric services as determined by the Clinical HOD at Inkosi Albert Luthuli Central Hospital. Active participation in the clinical activities in the allocated domain (in-patient, out-patient and after-hours). Ensure sound labour relations in compliance with relevant legislation while maintaining the interests of the patient. To participate in clinical audit programmes and research. To assist in outreach and teaching when required.

ENQUIRIES APPLICATIONS : Prof PM Jeena Tel No: 031 240 2046
All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

NOTE : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the It is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There will be no payment of S&T claims.

CLOSING DATE : 17 August 2022

POST 28/157 : **MEDICAL OFFICER :(GRADE 1, 2, 3) REF NO: GS 44/22 (X1 POST)**
Component: Internal Medicine

SALARY : Grade 1: R833 523 per annum
Grade 2: R953 049 per annum
Grade 3: R1 106 037 per annum
All inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form annually

CENTRE REQUIREMENTS : Greys Hospital, Pietermaritzburg Complex
Grade 12 Certificate MBCHB Degree or equivalent qualification PLUS Current Registration with the Health Professions Council of South Africa as an Independent Medical Practitioner by the time of appointment. Community

services doctors may be considered provided they are registered as an Independent Medical Practitioner within a month of the closing date. **Grade 1:** Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Experience: 10 years' experience after registration with the HPCSA as a Medical Practitioner. Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa. Knowledge, Skills and Experience: Sound clinical and patient management skills; human resource management; information management; quality assurance programs Current health and public service legislation, regulations and policy, and medical ethics Recommendations: ACLS course completed (current valid certificate) Studying for, or successfully completed, Primary (Part 1) examinations in Internal Medicine. Studying for, or successfully completed, Diploma in Internal Medicine.

- DUTIES** : Medical care of patients: Level of care required – medical care appropriate to Grey's Hospital, a tertiary and referral health facility; Sub-discipline rotations – terms of duty in any or all sub-disciplines of Internal Medicine will be required and will include Neurology, Dermatology and ICU, depending on the needs of the services; Overtime requirements – commuted overtime is mandatory if required by operational demands; Geographical limits – the post(s) will be based at Grey's but you will be expected to perform duties at various health facilities, which will include rotations at facilities within the Pietermaritzburg metropole (Edendale, Northdale and Greys Hospital). Outreach services to facilities in Area 2 may be required either regularly or from time to time. Administration and management: Supervise junior medical staff, including in clinical work, attendance, time management, conflict management etc; Service logistics – assist in administrative aspects of running the Department e.g. roster and rotation planning, clinical and operational protocol development; Quality improvement – assist and participate in quality improvement, including audits Medico-legal matters – assist with medico-legal tasks such as medical reports for insurance claims, mortality and morbidity analysis etc. Academic programme: Training - provide in-service training to staff or be a recipient of in-service training, as appropriate for a medical officer and to meet the needs of the service; Teaching – participate in under-graduate and post-graduate training programmes (teaching, examinations, administration etc) as required by the programmes and appropriate for a medical officer; Academic activities – active participation in academic activities such as journal clubs, academic presentations etc. Research – participate in departmental research. Initiation and performance of research is optional but desirable.
- ENQUIRIES** : Dr K. Rasmussen Tel No: 033 – 897 3288
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : 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. The Employment Equity Target for this post is: African Male, African Female or Coloured Male.
- CLOSING DATE** : 15 August 2022
- POST 28/158** : **ASSISTANT NURSING MANAGER (PHC) REF NO: STC 05/2022 (X1 POST)**
- SALARY** : R624 216 per annum, Plus other benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance Plus 8% Rural Allowance (employee must meet prescribed conditions)
- CENTRE** : ST Chads CHC
- REQUIREMENTS** : National Senior Certificate/ Grade 12 Degree/ Diploma in General Nursing Science and midwifery plus 1 year post- basic qualification in clinical Nursing Science, Health assessment, treatment and care. Proof of current Registration with SANC (2022 receipt) as a professional nurse and Midwifery. Degree/

Diploma in Nursing Management. A minimum of 10 years appropriate /recognizable experience after registration as Professional Nurse and Midwife with SANC.6 years of period referred above, must be appropriate / recognizable experience in Primary Health Care. At least 3 years of the period referred above must be appropriate/ recognizable experience at Management level. Certificate of Service Endorsed by HR is required. Recommendations: Computer literacy. Valid driver's license code 8/10. Knowledge, Skill, Training and Competencies Required: Knowledge of nursing care 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, Labour Relations 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. In depth knowledge of nursing legislation and related legal and ethical practice and legislative framework governing in the public service.

DUTIES

: To exercise control over the provision of integrated and co-ordinated nursing services within the Primary Health Care. Co-ordination of optional holistic nursing care services within set standards. Controls the provision of nursing care through scheduling staff allocation, ensuring supervision in relevant discipline. Ensures control and discipline over staff. Analyses the need for training and development and ensure implementation of in-service education. Monitor data elements to assess the provision of PHC and set up rapid appraisals and in-depth evaluations as well as support nurture research into aspects of PHC. Ensure provision of clinical services i.e initiate treatment, implementation of programmes strategically lead and supervise PHC services to provide Nursing Care within the catchment area. Manage and supervise all PHC units involving all stakeholders. Ensure facilitation of an integrated planning and implementation of all services / programmes aligning to those of the department. Ensure that all priority programs which include community based model, CCMDD, NHI, OSS and district development model are implemented and managed accordingly. Facilitate realization and maintenance of ideal clinic programme .Analyse operational imperatives set in the National PHC package, National Norms and Standards, policies and guideline for implementation of better outcomes. Ensure that nurses are practicing in realization of relevant legislative policies and practices as according to SANC, professional and ethical practices. Facilitate data management, manage all resources. Be in position to operate under pressure including extended working hours. Monitor and evaluate staff performance in terms of EPMS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Participate in operational Sukuma Sakhe. Support PHC re-engineering by ensuring that outreach teams are functional. Analyse and interpret statistics including PHC programmes.

ENQUIRIES
APPLICATIONS

: Mrs. B.A Mbatha. 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. Foreign Qualification will be requested for submission from shortlisted candidates only. 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** : 15 August 2022
- POST 28/159** : **CLINICAL PROGRAMME CO-ORDINATOR REF NO: UGU 01/2022**
Component: ISHP, Oral Health and Health Promotion
- SALARY** : R450 939 per annum, plus 13th cheque, Medical Aid (Optional), Home owner's allowance (employee must meet prescribed requirements)
- CENTRE** : Ugu Health District Office
- REQUIREMENTS** : Diploma / Degree in General Nursing and Midwifery. Current registration with the SANC as a Professional Nurse and Midwifery. SANC Receipt for 2022. Minimum of 7 years appropriate or recognizable experience in nursing after registration as a professional Nurse with the SANC in General Nursing and Midwifery. Valid code B driving licence. Recommendations: Previous or current relevant primary health care working experiences will be an added advantage. Certificate on clinical nursing science, assessment, diagnosis, treatment and care Knowledge: Presentation Skills. Report writing abilities. Financial management skill. Empathy and counselling skills. Strong interpersonal, communication and presentation skills. Project management skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to translate transformation objectives into practical plans. Ability to prioritize issues and other related matters and to comply with time frames. Computer literacy with a proficiency in MS Office Software applications.
- DUTIES** : Co-ordinate the implementation of the WBPHCOTs and the Integrated School Health Programme policy (ISHP) in line with the PHC re -engineering framework and the National Health Insurance (NHI). Co-ordinate the implementation of Health Promotion Programmes in schools, Primary health care facilities and at community level (e.g. Health promoting clinic, Health promoting school and Early Child development centres). Co-ordinate the Oral Health Programme in the District. Co-ordinate the Adolescent Youth Health Programme in the District. Co-ordinate the vaccination programme (HPV, Td and Deworming) in schools and ECDs. Collaborate with stakeholders on the attainment of targeted district health outcomes. Oversee the implementation of youth zones in all the facilities within Ugu district. Ensuring the implementation of the priority programme project to attain positive health outcomes. Participate in the ideal clinic and ideal hospital realisation and maintenance project in the district by monitoring adolescent and youth involvement and empowerment. Collaborate with other stakeholders to implement health promotion plans in the district. Facilitate implementation of Health Promotion Programmes at community level. Plan, organize and conduct community awareness and events to convey health messages and practices which support healthy lifestyle programme strategies. Ensure implementation of educational drives, campaigns and advocacy initiatives to effectively and efficiently communicate the need to change unhealthy lifestyle/maintain healthy lifestyle to the community and target groups. Monitor and evaluate implementation of the Outreach Programmes, School Health and Healthy Lifestyle in the district.
- ENQUIRIES** : Mr. B.I. Khowane Tel No: 039 – 688 3000
- APPLICATIONS** : Application to be forward to: The Human Resource Manager, Ugu Health District Office, Private Bag X735, Port Shepstone, 4240
- FOR ATTENTION** : Mr. J.L. Majola
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and 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 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. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof. Preference will be - African Male.

- CLOSING DATE** : 15 August 2022
- POST 28/160** : **LECTURER- GR1, GR 2 REF NO: GS 45/22 (X1 POST)**
- SALARY** : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Plus 13th cheque, medical-aid (optional) homeowners allowance (employee must meet the prescribed requirements)
- CENTRE REQUIREMENTS** : Greys Campus, Pietermaritzburg
Senior Certificate/Grade 12 Plus A Diploma/Degree in Nursing, Midwifery and Community 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 A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing (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 license (code 08). Recommendations Master's Degree in Nursing A post registration qualification in Nephrology Nursing Science Plus A minimum of six months clinical experience in Nephrology Nursing NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by employer/s prior to the date of the interview. Knowledge, Skills and Experience: Have in-depth knowledge of procedures and processes related to Nephrology Nursing Science. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Possess good communication (written & verbal) and presentation skills. Computer literacy.
- DUTIES** : Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas Coordinates and ensure clinical accompaniment of students. Develops and ensure implementation of quality assurance programmes. Collaborates with other internal and external stakeholders and build a sound relationship within the Department. 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. Participates in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participates in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students
- ENQUIRIES APPLICATIONS** : Mrs. B.E Shezi- Grey's Campus Principal Tel No: 033- 8973508
- FOR ATTENTION NOTE** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
Mrs M Chandulal
- CLOSING DATE** : 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. The Employment Equity Target for This post is: African Male, Indian Male, White Male, Coloured Male
15 August 2022
- POST 28/161** : **CHIEF ARTISAN (ELECTRICAL) REF NO: RLNN01/2022 (X1 POST)**
Job Purpose: To manage all aspects of technical design, production, operation and maintenance activities.
- SALARY** : R392 283 – R448 518 per annum. Other Benefits 13th Cheque, Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirements

- CENTRE REQUIREMENTS** :
- Regional Laundry Northern Natal (Dundee)
- Senior Certificate (Grade 12)/ N3 equivalent certificate. Appropriate Trade Test Certificate in terms of section 13(2) (h) of the Manpower Act of 1981 as amended. Valid drivers' license. Ten years post qualification experience required as an Artisan/Artisan Foreman. Knowledge, Skills & Competencies: Project management, Technical design and analysis knowledge, Computer literacy, Knowledge of legal compliance, Technical report writing, Technical consulting, Problem solving and analysis, Team work and Proactive. Recommendations Knowledge, Skills, Training and Competencies Required: The incumbent of this post will be responsible to ensure that all plumbing, electrical and carpentry works, including basic furniture repairs, all new installations done by contractors in all Regional Laundry Northern Natal and all air-conditioning maintenance in all Regional Laundry Northern Natal are carried out effectively and efficiently. The ideal candidate must: Have technical analysis knowledge. Have analytical skills.
- DUTIES** :
- Manage technical services and support in conjunction with Technicians / Artisans and associates in field, workshop and technical office activities; ensure the promotion of safety in line with statutory and regulatory requirements; Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology; and ensure quality assurance in line with specification. Manage administrative and related functions: Provide inputs into the budgeting process; Compile and submit specifications and reports as required; provide and consolidate inputs to the technical operational plan; update databases; and manage artisans and related personnel and assets. Financial Management: Control and monitor expenditure according to budget to ensure efficient cash flow management; and manage the commercial value add of the discipline-related activities and services. Prepare briefs, schedule/plan of work to be done. People management: 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. Maintain and advance expertise: Continuous individual development to keep up with new technologies and procedures; Research on technical/engineering technology to improve expertise; Liaise with relevant bodies/councils on technical/engineering-related matters. Perform standby/ emergency work. Ensure adherence to safe working practices (in accordance with OH&S Act 85/1993). Responsible for overall maintenance of the laundry, equipment and the boiler.
- ENQUIRIES APPLICATIONS** :
- MS U. Sandile Tel No: 034 212 3161
- All Applications Should Be Forwarded To: Human Resource Management Services: KZN Department of Health, P/bag X2052, Dundee, 3000 or Hand delivered to: 34 Wilson Street, Dundee, 3000.
- FOR ATTENTION NOTE** :
- Mr N.P. Shezi Tel No: 034 299 9100
- Applications must be submitted on the prescribed application for employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only, The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview.
- CLOSING DATE** :
- 15 August 2022

POST 28/162 : **PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) THEATRE REF NO: PNSPEC THEATRE /1/2022 (X3 POSTS)**
 Department: Theatre Complex

SALARY : Grade 1: R388 974 per annum, plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional
 Grade 2: R478 404 per annum, plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional

CENTRE REQUIREMENTS : Inkosi Albert Luthuli Central Hospital
 : R425 Degree/Diploma in Nursing or equivalent and 1 year post basic qualification in Operating Theatre Nursing Science. Current registration with SANC as Professional Nurse and Operating Theatre Nurse Specialist. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC is required. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in Theatre Specialty after obtaining the 1 year post basic qualification in Operating Theatre Nursing. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate knowledge of National core Standards and OHSC norms and standards. Demonstrate knowledge in Make me Look like a Hospital Initiatives. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness to respond to patient's needs, requirements and expectations (Batho- Pele principles and Patients 'Rights Charter). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.

DUTIES : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by all nursing and healthcare related prescripts. Implementation of programs that promote positive patient outcomes. Ensure data and information management systems are implemented and adhered to. Internal rotation of staff within the relevant specialty will be exercised. Night duty will be implemented. Acts as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area. Participates in all programs of the unit to improve quality of patient care; quality, IPC, Health and safety, health-awareness days. Performance of duties within departmental budget.

ENQUIRIES APPLICATIONS : Ms. NO Mkhize Tel No. 031 2401063
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

NOTE : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the It is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual

Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims.

CLOSING DATE

: 17 August 2022

POST 28/163

: **PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) ONCOLOGY REF NO: PNSPEC ONCOLOGY /1/2022 (X2 POSTS)**

Department: Oncology

SALARY

: Grade 1: R388 974 per annum, plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional
Grade 2: R478 404 per annum, plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional

CENTRE

: Inkosi Albert Luthuli Hospital

REQUIREMENTS

: R425 Degree/Diploma in Nursing or equivalent and 1-year post basic qualification in Oncology Nursing Science. Current registration with SANC as Professional Nurse and Oncology Nurse Specialist. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC is required. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in Oncology Specialty after obtaining the 1 year post basic qualification in Oncology Nursing. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate knowledge of National core Standards and OHSC norms and standards. Demonstrate knowledge in Make me Look like a Hospital Initiatives. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations; displaying a concern for patients, promoting and advocating proper treatment and care including a willingness to respond to patient's needs, requirements and expectations (Batho- Pele principles and Patients' Rights Charter). Ability to plan and organise own work and that of support personnel to ensure proper nursing care. DUTIES: Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by all nursing and healthcare related prescripts. Implementation of programs that promote positive patient outcomes. Ensure data and information management systems are implemented and adhered to. Internal rotation of staff within the relevant specialty will be exercised. Night duty will be implemented. Acts as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area. Participates in all programs of the unit to improve quality of patient care; quality, IPC, Health and safety, health-awareness days. Performance of duties within departmental budget.

ENQUIRIES

: Ms. NO Mkhize Tel No. 031 2401063

APPLICATIONS

: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

NOTE

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants.

Please note that it is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered and will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 17 August 2022
- POST 28/164** : **PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) NICU REF NO: PNSPEC NICU /1/2022 (X1 POST)**
Department:-Neonatal ICU (Critical Care)
- SALARY** : Grade 1: R388 974 per annum, plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional
Grade 2: R478 404 per annum, plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
: R425 Degree/Diploma in Nursing or equivalent and 1-year post basic qualification in Critical Care Nursing Science. Current registration with SANC as Professional Nurse and Critical Care Nurse Specialist. A minimum of 4 years appropriate/recognisable post registration experience as a General Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC is required. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC is required. At least 10 years of the period referred to above must be appropriate/recognisable experience in Critical Care Specialty after obtaining the 1 year post basic qualification in Critical Care Nursing. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate knowledge of National core Standards and OHSC norms and standards. Demonstrate knowledge in Make me Look like a Hospital Initiatives. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations, displaying a concern for patients, promoting and advocating proper treatment and care including a willingness to respond to patient's needs, requirements and expectations (Batho-Pele principles and Patients' Rights Charter). Ability to plan and organise own work and that of support personnel to ensure proper nursing care.
- DUTIES** : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by all nursing and healthcare related prescripts. Implementation of programs that promote positive patient outcomes. Ensure data and information management systems are implemented and adhered to. Internal rotation of staff within the relevant specialty will be exercised. Night duty will be implemented. Acts as shift leader in Unit when necessary. Perform duties as delegated by the supervisor of the area. Participates in all programs of the unit to improve quality of patient care; quality, IPC, Health and safety, health-awareness days. Performance of duties within departmental budget.
- ENQUIRIES APPLICATIONS** : Ms. NO Mkhize Tel No: 031 2401063
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be

requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that it is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered and will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 17 August 2022
- POST 28/165** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT REF: AD: SCM /01/2022 (X1 POST)**
Department: Finance Management
- SALARY CENTRE REQUIREMENTS** : R382 245 per annum (Level 09)
: Inkosi Albert Luthuli Central Hospital
: National Diploma or Bachelor's Degree in Supply Chain Management or Public Administration or Finance. A minimum of three (3) years supervisory experience in a Supply Chain Management environment. NB- Proof of current and previous experience endorsed and stamped by Human Resource Office. Recommendation: Advanced computer literacy in Microsoft Office Suite. A valid driver's licence (EB code 8). SAP R3. Knowledge, Skills, Training and Competence Required: Public Finance Management Act (PFMA) and Treasury Regulations. Generally Recognised Accounting Practices (GRAP) and Generally Accepted Accounting Principles (GAAP). Supply Chain Management Regulations, instruction notes, circulars and policy frameworks. Preferential Procurement Policy Framework Act and its associated regulations. Broad Based Black Economic Empowerment Act, 53 of 2003. Public Service Anti-corruption Strategy. Departmental policies and procedures. Public Service Financial Management information systems (PERSAL, BAS, Vulindlela). Public Service Act, Regulations and relevant human resource management frameworks. Needs analysis. Compilation of Supply Chain Management documents. Evaluation and adjudication of bids/quotations. Analysis of procurement requests for bids/quotations. Contract administration. Project management. Risk Management of the SCM System and performance review.
- DUTIES** : To manage the Demand Management process. To manage the Acquisition Management process. To oversee the Logistics and Inventory Management process. To review the supply chain performance and make recommendations to improve the efficiency and effectiveness thereof. To manage the human and financial resources as well as assets used in the supply chain management process.
- ENQUIRIES APPLICATIONS** : Mr TE Mposula Tel No: (031) 2401026
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated

in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that it is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 17 August 2022
- POST 28/166** : **SENIOR SYSTEMS MANAGEMENT OFFICER REF NO: CL 05/2022**
- SALARY** : R321 543 – R378 765 per annum (Level 08)
- CENTRE** : Clairwood hospital
- REQUIREMENTS** :
 Matric (Grade 12), Bachelor Degree/ National Diploma in Public Administrative and Management or related fields. 3-5 years' experience in Clerical / Administration in the Systems Component. Knowledge, Skills, Training and Competencies required: Knowledge of hospital processes and procedures, Organisational skills, Decision making skills, Problem solving skills, Sound analytical and communication skills, Co-ordinate and liaison skills. Recommendations: Valid driver's license. 3-5 years supervisory experience in Systems Component.
- DUTIES** : Maintain overall control of the following sections: Registry / Reprographic Services, Typing Services, Telecommunication Services, Transport Services, Messenger Services, Pottering Services, Mortuary Services, Patient Administration, Security Services, Food Services, Maintenance and Laundry. Check OB books, mortuary registers and other face value documents within the systems component regularly. Ensure that secretarial services are available for meetings. Provide advice to management and head of sections on matters relating to administrative support services. Maintain adequate availability and efficient utilization of staff in all sub sections. Administration of staff accommodation.
- ENQUIRIES** : Mr. V.M Moodley Tel No: 031 451 5058
- APPLICATIONS** : Applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mobeini, 4060 or Hand deliver: 1 Higginson Highway, Mobeini, 4060.
- NOTE** : The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates, the following documents must be submitted: Applications for employment are required to complete and submit Z83 form (Obtainable at any Government Department or from website – www.kzn.health.gov.za) and Curriculum Vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. The reference number must be indicated in the column provided on the form Z83. Application for employment are not required to submit copies of qualification and other relevant documents on application but must submit Z83 form and detailed Curriculum Vitae (CV). The certified copies of qualification and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months of the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for this post. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC)

CLOSING DATE : 19 August 2022

POST 28/167 : **HUMAN RESOURCE MANAGEMENT PRACTITIONER REF NO: UGU 02/2022**
Component: Human Resource Development & Planning

SALARY : R321 453 per annum (Level 08), plus 13th cheque, Medical Aid (Optional), Home owner's allowance (employee must meet prescribed requirements)

CENTRE : Ugu Health District Office

REQUIREMENTS : Senior Certificate (Grade 12). Degree/ National Diploma in Human Resource Management /Human Resource Development /Training and Development or Public Management. Plus a Minimum of 3 years' experience in Human Resource Management environment, recommended especially in Human Resource Development and Planning. A valid driver's licence. Recommendation: Knowledge of PERSAL will be added as advantage. Computer Literacy: MS Office Software Applications Knowledge: Good knowledge and understanding of Employee Performance Management and Development System. Human Resource planning. Broad Knowledge and understanding of Human Resource Management. In-depth knowledge of relevant acts, policies and regulations in HR Management Sound communication, analytical and decision making and presentation skills Good leadership, coaching, mentoring and personal skills. Sound knowledge of PERSAL and Financial Management.

DUTIES : Under the guidance and direction, you will be responsible for all training & development and planning functions within the District. Ensure proper communication and provision of expert advice on matters related to Human Resource Training and Development. Performing all skills development facilitation functions. Ensuring integrity of District training records and compiling of reports. Coordinate and Developing a Workplace Skills Plan (WSP) and WSP Implementation plan for the by determining training requirements, consolidating the WSP and WSP implementation plan for the District. Coordinating the implementation of the WSP and WSP implementation plan and maintaining a database for District training. Compile monthly, quarterly (QMR) and Annual (ATR) training report for the District and consolidate the entire District reports. Coordinating, support, monitoring and evaluating staff training and development and Develop training solutions and conducting training, inclusive of Orientation of new employees. Service HRD related subcommittees at secretarial/chairpersonship basis. Implementation of EPMDS and monitor capturing of all EPMDS documents. Administer and coordinate Performance Management (EPMDS) to ensure departmental deadlines adherence and evaluations are conducted timeously. Conduct EPMDS training for the all facilities under Ugu District. Ensure submission of performance agreements, reviews and assessment within the timelines. Assist with the management of quality checking of all EPMDS documents. Development of HR Plan (IHRP). Coordinate the development and implementation of the Integrated Human Resource Plan. Employment Equity (EE) planning and reporting (District and District office). Coordinate and monitor the implementation of the Human Resource Development Strategies (HRD) and projects in the District: Internship, Bursaries, Workplace integrated learning, Learnership, Employment Equity planning and reporting (EE), Induction programs, Compulsory Induction Program (CIP), BB2E and training programs. Support, train and mentor officials within the District and District office to ensure that policy imperatives and practices are implemented. Ensuring the day-to-day function of the Human Resource Planning and Development component is the District and District office. Representing the District through attendance of the Departmental meetings.

ENQUIRIES : Ms. DL Du Randt Tel No: 039 688 3009

APPLICATIONS : Application to be forward to: The Human Resource Manager, Ugu Health District Office, Private Bag X735, Port Shepstone, 4240

FOR ATTENTION : Mr. J.L. Majola

NOTE : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and 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 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. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof. Preference will be - African Male.

- CLOSING DATE** : 15 August 2022
- POST 28/168** : **ARTISAN FOREMAN REF NO: STC 06/2022 (X1 POST)**
- SALARY** : R308 826 per annum. Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to meeting prescribed requirements)
- CENTRE REQUIREMENTS** : St Chads CHC
 Senior Certificate (Grade 12) or NTS2Proof of Trade Test Certificate in Electricity / Mechanical in terms of Section 13(2) (h) of the Manpower Training ACT OF 1981 as amended At least 5 years post qualification experience as an Artisan/ Artisan Foreman. Valid code 8 driver's license. Certificate of service endorsed by HR is required. Knowledge, Skill, Training And Competencies Required: Knowledge of Occupational Health and Safety Act, Public Finance Management Act and Treasury Regulation and Practice Notes. Good communication skills, interpersonal skills and negotiation and planning. Technical and practical skills and experience of the trade. Good knowledge of Community Health Centre plant and machinery, equipment, pumps and air conditions as well as gas applications and gas equipment. Sound knowledge Project Management and team building .Creativity and analytical thinking, problem solving and decision making. Must be computer literate: MS Office Software Package.
- DUTIES** : Manage technical services and support in conjunction with Technicians/ Artisans and associate in field, workshop and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Provide technical & specialized support to all trades within the institution ensuring compliance with the OHS act. Inspect equipment and/or facilities (CHC and Clinics) for technical faults. Manage artisan related personnel and assets in terms of their job outputs in the maintenance Section. Manage Human Resource effectively and efficiently and promote sound labour relations. Control and monitor expenditure according to budget to ensure efficient cash flow management. Implement and monitor maintenance department internal audit system in order to exercise financial control over allocated budget. Manage and 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. Maintain standards on plant control networks for the different trades whilst ensure their cost effectiveness. Manage EPMDs. Provide expert advice and inputs regarding maintenance issues. Liaise with relevant bodies/ councils on technical/ engineering- related matters. The incumbent will be expected to do Standby duties, work overtime and extended hours.
- ENQUIRIES APPLICATIONS** : 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.
- 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. Foreign Qualification will be requested for submission from shortlisted candidates only. 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** : 15 August 2022
- POST 28/169** : **FINANCE CLERK SUPERVISOR REF NO: NGWE 31/2022**
Department: Budget and Expenditure Control
- SALARY** : R261 372 – R307 890 per annum 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements).
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. Three (3) to five (5) years' experience in Budget and Expenditure Control. Knowledge, Skills, Attributes and Abilities In-depth knowledge of budgeting control and financial management area of operation and associated processes. Good knowledge of Public Finance Management as well as relevant Acts and Regulations. Interpersonal and problem solving skills. Good organizational and planning skills and ability to make independent decision. Knowledge of departmental and transversal systems e.g. (BAS and Vulindlela). Ability to plan, organize, build team spirit and meet deadlines. Knowledge of MS Office Software applications.
- DUTIES** : Authorize commitments, payments, receipts and journals on BAS. Draw, analyze and present financial reports. Monitor spending trend and institute corrective measures e.g. journaling process and virements. Manage suspense accounts and maintain debt file. Consolidate financial monthly and quarterly reports. Identify risks and institute control measures to minimize financial risks in all departments. Monitor and Assess finance staff performance as per EPMS requirements.
- ENQUIRIES** : Mr. TV Nxumalo Tel No: 035 901 7043
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni 3880
- FOR ATTENTION** : Mr MP Zungu
- 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. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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 and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the

internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.

- CLOSING DATE** : 15 August 2022
- POST 28/170** : **HUMAN RESOURCE OFFICER- SUPERVISOR REF NO: STC 04/2022 (X1 POST)**
- SALARY** : R261 372 per annum. Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (subject to meeting prescribed requirements)
- CENTRE** : St Chads CHC
- REQUIREMENTS** : Senior Certificate or equivalent. Plus. A minimum of 3-5 experience in Human Resource Management component. Recommendations: PERSAL Certificates. Valid driver's license code 8/10. Certificate of service endorsed by HR Is Required. Knowledge, Skill, Training and Competencies Required: Knowledge of the procedures, policies and prescripts relating to Human Resource Management. Broad knowledge of PERSAL system. Knowledge of computer software i.e MS Word, Excel, Power Point, Outlook etc. Sound management, Interpersonal, negotiation, communication (written and verbal), problem solving and supervisory skills. In depth knowledge of Human Resource Practices, EPMSD and Labour Relations. Strong leadership ability.
- DUTIES** : Manage day to day functioning of Human Resource Practices component. Ensure the payment of all fringe benefits and allowances is done accurately. Advise management on matters relating to Human Resource Practices. Ensure effective debt management for in-service and out of service staff. Approval of transactions on PERSAL timeously. Ensure that the employment practices i.e recruitment, selection and appointment of verification of qualifications, transfers are in accordance with the laid down policies and procedures. Formulate internal policies and procedure and ensure implementation thereof. Manage and maintain a staff record on leave, pillar, housing and other relates matters. Management of overtime and commented overtime. Prepare reports on Human Resource administration issues and statistics. Assist with Human Resource Management activities as assigned by Assistant Director: HRM. Allocate and ensure quality of work. Assess staff performance and apply discipline. Exercise direct control and supervision of staff.
- ENQUIRIES** : Mr S.D Mdletshe 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. Foreign Qualification will be requested for submission from shortlisted candidates only. 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 : 15 August 2022

POST 28/171 : **LINEN WORKER SUPERVISOR REF NO: NGWE 32/2022**
Department: Laundry

SALARY : R147 459 – R173 706 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements).

CENTRE : Ngwelezana Tertiary Hospital

REQUIREMENTS : Standard 8 / Grade 10. Minimum of 3 years' experience in linen work or related experience. Knowledge, Skills, Attributes and Abilities Knowledge of laundry procedures. Knowledge of infection control. Knowledge of safety matters / and Occupational Health & Safety Act. Good written and verbal communication skills. Good computer skills. Knowledge of equipment used. Knowledge of prescripts and procedures in the linen area. Supervisory. Communication. Linen room skills.

DUTIES : Ensure sufficient and adequate linen for the Hospital. Receive and record all clean and new linen. Provide trainings and orientation within the Department. Record linen deliveries to sections. Perform stock taking of linen room and sections e.g. sheets, gowns, pajamas etc. Report linen related problems to laundry manager. Supervision and assessment of staff through EPMDs. Ensure monthly meetings on regular basis. Ensure availability of PPE's for Laundry staff members. Monitor and maintain risks that may arise within the working environment. Ensure that health and safety standards are maintained. MR. Pez Zulu Tel No: 035 901 7060

ENQUIRIES : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni 3880

APPLICATIONS : Mr MP Zungu

FOR ATTENTION : 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. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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 and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.

CLOSING DATE : 15 August 2022

POST 28/172 : **SUPERVISOR CLEANING SERVICES REF NO: NGWE 33/2022**
 Department: Cleaning Services

SALARY : R147 459 – R173 706 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements).

CENTRE REQUIREMENTS : Ngwelezana Tertiary Hospital
 : Standard 8 / Grade 10. Minimum of 2 years' experience in cleaning services environment. Knowledge, Skills, Attributes and Abilities Knowledge of cleaning equipment. Knowledge of infection control. Good communication skills. Computer skills. Supervisory skills.

DUTIES : Oversee cleaning services of offices, corridors, general kitchens, restrooms, elevators and boardrooms. Ensure maintenance and replacement of cleaning machines and equipment. Make a requisition and issue cleaning materials. Perform administrative and related functions. Provide guidance and advice to cleaners. Develop and update the cleaning roster.

ENQUIRIES APPLICATIONS : Mr Pez Zulu Tel No: 035 901 7060
 : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni 3880

FOR ATTENTION NOTE : Mr MP Zungu
 : 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. 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 6 months after the closing date, they must accept that their applications were unsuccessful. 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 and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date.

CLOSING DATE : 15 August 2022

POST 28/173 : **MEDICAL SPECIALIST OPHTHALMOLOGY REF NO: OPHTHAL/SESSION/01/2022 (X1 POST)**
 Department: Ophthalmology

SALARY : Grade 1: R532.00
 Grade 2: R608.00
 Grade 3: R706.00 No of Sessions per Week: 4 Sessions (Each Session Is Equivalent to 1 Hour per Week) Hourly Rate per Session Nature of Appointment: Sessional- not exceeding 12 months; subject to annual review

CENTRE REQUIREMENTS : Inkosi Albert Luthuli Central Hospital
 : Experience: **Grade 1:** Requires appropriate qualification plus registration with the Health Professions Council of South Africa. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health

Professions Council of South Africa. **Grade 2:** Requires appropriate qualification, registration certificate plus 5 years' experience after registration with the Health Professions Council of South Africa as a Medical Specialist in Ophthalmology. **Grade 3:** Requires appropriate qualification, registration certificate plus 10 years' experience after registration with the Health Professions Council of South Africa as a Medical Specialist in Ophthalmology. Senior Certificate (Matric). MBCHB or equivalent qualification registered with the HPCSA. FCO (SA) or MMed (Ophthalmology) Plus. Current Registration with the Health Professions Council of South Africa as a "Specialist Ophthalmology". Candidates who have completed their period of registrar training as registrars may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. Recommendations: Competency in paediatric ophthalmic surgery. Management and administration experience. Experience must include the training and supervision of registrars. Candidates involved with research will be at an advantage. Knowledge, Skills, Training and Competencies: Advanced knowledge of ophthalmology care. Ability to work as part of a team. Knowledge of relevant Health and Labour legislation. Strong interpersonal and communication skills. Ability to prioritize issues and work-related matters. Engage in own research and supervise research of registrars. Assistance in the provision of a quality cost effective and efficient 24-hour Ophthalmology service in keeping with Batho Pele Principles. Assist with the training and guidance of medical students, Interns, Medical Officers, Registrars, consultants, optometrists and other staff categories. Maintain accurate and appropriate health records in accordance with legal and ethical principles and ensure that junior staff complies with the above. Development of skills in the department with regards to research and instruction. NB: Successful applicants might be required to rotate and work in all state facilities in the greater Durban area, not just Inkosi Albert Luthuli Central Hospital.

DUTIES

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**ENQUIRIES
APPLICATIONS**

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NOTE

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Dr. CK Kruse Tel No: (031) 260 4292

All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 (Current) and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from 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 recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that it is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the date of the interview. Failure to comply will result in the application not being considered will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE

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17 August 2022