

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

ERRATUM: Kindly note that the following post was advertised in Public Service Vacancy Circular 27 dated 27 July 2022, The Requirements have been amended as follows (1) Facility Information Officer: **(Mbongolwane District Hospital)** with Ref No: MBO 09 /2022; A relevant qualification is a National 3 year Diploma in Information Technology. The closing date has been extended to 09 September 2022

OTHER POSTS

- POST 32/217** : **MANAGER: MEDICAL SERVICES GRADE 1 REF NO: RCH01/2022 (X1 POST)**
- SALARY** : R1 191 510 per annum, all-inclusive salary packages, (This inclusive package consists of 70% basic salary and 30% flexible portion that can be structured in terms of the applicable rules). Additional Benefits: Commuted Overtime (Subject to approval), Plus 18% Rural Allowance
- CENTRE REQUIREMENTS** : Richmond Hospital, Pietermaritzburg
: Matric (Grade 12), appropriate qualification in the Health Sciences (MBCHB), Current registration and registration certificate with HPCSA as a Medical Practitioner, A minimum of 6 years' experience after registration with HPCSA as a Medical Practitioner. Registration as an independent Practitioner with HPCSA. Recommendation: Two years' experience must be in management or supervision. Knowledge, Skills, Training and Competencies Required: Ability to diagnose and manage common medical problems including emergencies, obstetrics and gynaecology. Surgical skills, Knowledge of the relevant Acts, Policies and regulations administrated by KZN Department of Health, Sound knowledge of the District Health System, Sound clinical knowledge and experience, Good communication, leadership, decision making, team building and motivation skills, computer literacy. Good planning and organizational skills, Knowledge of EPMDs, Leadership, managerial and supervisory skills, financial management.
- DUTIES** : Ensure the provision of safe, ethical, legal and high quality medical care, Provide support and supervision to all Medical and Allied staff, Implement strategic health programmes, Strengthen health systems effectively and enhance management of health facilities, Manage and facilitate the formulation of medical service policies and procedures of the institution and ensure that these are in line with the statutory regulations and code of ethics, Ensure the provisions of protocols and guidelines to doctors at the correct level, Participate in the Quality Improvement Programme of the department and ensure policies and procedures are followed, Conduct clinical audit, Liaise with Health District and the KZN Department of Health, To ensure that cost-effective service delivery is maintained within the hospital, Maintain discipline and deal with grievances and Labour Relations issues in terms of the laid down procedures and policies, Perform clinical and non-clinical duties, To manage the performance of employees, Complaints management, Provide a full package of services including after hours, Ensure compliance with IDEAL HOSPITAL, Manage and control allocated material, financial and human resource, Develop a monitoring and evaluation system with performance indicators, outputs, outcomes and targets in agreement with institutional management. Provide continuous medical coverage to all PHC facilities within the sub-district; Be active part of institutional management team.
- ENQUIRIES APPLICATIONS** : Ms. N. Binase Tel No: 033 – 897 1063
: All applications should be forwarded to: The Human Resource Manager: Mr S.E. Ndlela, Private Bag x 9124, Pietermaritzburg, 3200 or Hand delivered to: 171 Hoosen Haffejee, (Former Berg Street) Pietermaritzburg, 3201
- NOTE** : Application for employment Form (Z.83) which is obtainable from any Government Department or from the website – www.kznhealth.gov.za. Applicants for employment are NOT required to submit copies of qualification and other relevant documents on application but submit the Z83 form and detailed Curriculum Vitae (CV) only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. The Reference Number must be indicated in the column provided

on the Z.83. The appointments are subject to a positive outcome obtained from the State Security, Agency (SSA) to the following checks (criminal clearance, credit records and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC), Applicants in possession of a foreign qualification will be required to submit an evaluation certificate from the South African Qualifications Authority (SAQA). Non-RSA / Permanent Residents / Work permit holders will submit proof only when shortlisted. NB: Failure to comply with the above instructions will disqualify application. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful, People with disabilities should feel free to apply. Certificate of service stating the relevant experience endorsed by HR will be requested only when shortlisted. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department)

- CLOSING DATE** : 16 September 2022
- POST 32/218** : **ASSISTANT MANAGER: PHARMACEUTICAL SERVICES REF NO: RICH02/22 (X1 POST)**
- SALARY** : R911 406 per annum, all – inclusive salary package (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules); Additional benefits: 12% In-hospitable area allowance.
- CENTRE** : Richmond Hospital, Pietermaritzburg
- REQUIREMENTS** : An Appropriate Bachelor’s Degree or Equivalent qualification in the Pharmacy, Current registration with the S.A. Pharmacy Council, PLUS. Three (3) years after registration as a Pharmacist with SAPC, Unendorsed Valid Code B driver’s license (Code 08), Knowledge, Skills, Training and Competencies Required: Possess sound knowledge of the legislative and policy framework informing the area of operation, Have the ability to analyse complex information and accurate transform that in user-friendly policies and guidelines providing line managers with clearly defined “process maps” to exercise delegated power/assigned responsibilities without compromising good governance imperatives, Have the ability to capture the essence of recommendation in concise and clear language in writing, Be able priority tasks and issues and comply with time frames, Have good interpersonal skills, Possess high levels of accurate, Ensure and enable effected communication between the Department and all internal and external stakeholders in Health, Knowledge of the scope of practice of the various pharmaceutical staff categories and other health professional together with the attendant training requirement, South Africa and the associated impact and cost of these, Have good or detailed knowledge of the South African system for Pharmaceutical, Tenders and Contracts, Knowledge of the pharmaceutical supply and dispensing chain is essential, Have the ability to prioritize issues and other work related matters and to comply with time frames and Be computer literate with a proficiency in MS Office Software application.
- DUTIES** : Take responsibility as the Responsible Pharmacist, Provide comprehensive pharmaceutical service to patient’s wards, and departments, Engage in effective communication with all stakeholders to ensure that quality services rendered and requirement for audits are met, Comply with the requirement for good Pharmacy practice and scope of practice for a Pharmacist as laid down by the South African Pharmacy Council, Maintain accurate and appropriate patient record in line with legal requirements be responsible for cost effective and efficient procurement, storage, distribution, control and security of Pharmaceutical stock and equipment, Develop implement and monitor adherence to standard operation procedure and policies for all aspect of the Pharmaceutical service, in accordance with the applicable legislations, regulations and pharmacy and good pharmacy practice, Compiling reports for submission, Management of resources all allocated resources in the Pharmacy Department, Assist in co-ordination of pharmacy and therapeutics and antibiotic stewardship, Indemnity training needs for pharmacy staff and coordinate training, Direct supervision of Pharmacy, Community service,

Pharmacist, Pharmacy interns and Pharmacy assistance (all staff allocated in Pharmacy), Provide necessary orientation, training, discipline, conflict resolution, EPMDS management and monitoring of all Pharmacy staff, Provide supervisory Pharmaceutical support to PHC clinics with in the District, Be active part of Hospital management team, Participate in quality improvement programs of the Department and ensure policies and procedures are followed, Manage patient complaints, Liaise with other Health professionals regarding drug information and participate in Pharmacy and Pharmacy and Therapeutic committee and all other relevant committees, Supervise the enrolment and implementation of the CCMDD, ARV program and pre-dispensing to clinics and Ensure continuous registration of Pharmacy Department with Pharmacy council.

- ENQUIRIES** : Ms N Binase Tel No: 033 - 897 1063
- APPLICATIONS** : All Applications Should Be Forwarded To: The Human Resource Manager: Mr S.E. Ndlela, Private Bag x 9124, Pietermaritzburg, 3200 or Hand delivered to: 171 Hoosen Haffejee, (Former Berg Street) Pietermaritzburg, 3201
- NOTE** : Application for employment Form (Z.83) which is obtainable from any Government Department or from the website – www.kznhealth.gov.za. Applicants for employment are NOT required to submit copies of qualification and other relevant documents on application but submit the Z83 form and detailed Curriculum Vitae (CV) only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. The Reference Number must be indicated in the column provided on the Z.83. The appointments are subject to a positive outcome obtained from the State Security, Agency (SSA) to the following checks (criminal clearance, credit records and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC), Applicants in possession of a foreign qualification will be required to submit an evaluation certificate from the South African Qualifications Authority (SAQA). Non-RSA / Permanent Residents / Work permit holders will submit proof only when shortlisted. NB: Failure to comply with the above instructions will disqualify application. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful, People with disabilities should feel free to apply. Certificate of service stating the relevant experience endorsed by HR will be requested only when shortlisted. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department)
- CLOSING DATE** : 16 September 2022
- POST 32/219** : **MEDICAL OFFICER (GRADE 1-3) REF NO: MAN05/2022 (X3 POSTS)**
- SALARY** : Grade 1: R833 523 – R897 939 per annum, (all-inclusive packages)
Grade 2: R953 049 – R1 042 092 per annum, (all-inclusive packages)
Grade 3: R1 106 037 – R1 382 802 per annum, (all-inclusive packages)
22% rural allowance plus commuted/fixed overtime (Subject to approval)
- CENTRE** : Manguzi Hospital
- REQUIREMENTS** : Matric certificate, MBCHB Degree, Current registration with HPCSA as a Medical Practitioner Medical Officer **Grade 1**: Registration with HPCSA as a Medical Practitioner. Foreign candidates require 1 year relevant experience after registration with a recognized foreign health professional Council, of whom it is not required to perform Community Service Medical Officer **Grade 2**: Minimum of 5 years' experience after registration with the HPCSA as a Medical Practitioner post-Community Service. 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 Medical Officer **Grade 3**: Minimum of 10 years' experience after registration with HPCSA as a Medical Practitioner post-community service. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service Experience in surgery/orthopedics and/or obstetrics and anesthetics will be a recommendation. After registration as a

Medical Practitioner with recognized Foreign Health Professional Council in respect of foreign of Qualified employees of whom it is not required to perform Community Service as required in South Africa and Certificate of service from previous employer is compulsory, verification of employment from current employer, which must be endorsed and signed by Human Resources Manager. Knowledge, Skills, Training, and Competencies Required: Broad medical knowledge, including HIV and TB, pediatrics, surgery, obstetrics & gynecology, orthopedics, psychiatry, emergency medicine and anesthetics. Ability to perform Cesarean sections Laparotomy for ectopic pregnancy Ability to perform general anesthesia for above will be an advantage. Documented proof of the above should be attached Good communication and interpersonal skills. Willingness to teach and supervise junior doctors and students. Knowledge of applicable legislation, and national quality standards relating to primary health care.

DUTIES : Consultation, diagnosis and treatment of patients in outpatients, casualty, wards and attached clinics. Implementation of required standards of care, including treatment protocols and guidelines Referral to higher levels of care when indicated. Participation in duty rosters. Performance of required administrative duties Facilitation of staff training and on-going medical education Collaboration with medical practitioners and other health care workers in neighboring health institutions to promote an effective district health service.

ENQUIRIES : Dr. M.Blalock Tel No: (035) 5920150
Manguzimedman@kznhealth.gov.za

APPLICATIONS : should be forwarded to: Mr. N.T Ngubane, Assistant Director: HRM Manguzi District Hospital, Private Bag x 301 KwaNgwanase, 3973.

NOTE : Directions To Candidates:-The following documents must be submitted:- Application must be accompanied by new Z83 form, obtainable from any Public Service Department, (or obtainable at www.kznhealth.gov.za) A recent updated Comprehensive Curriculum Vitae only (previous experience must be comprehensively detailed i.e. positions held and dates). Only shortlisted candidates will be required to submit certified documents on or before the day of the interviews following communication from the department failure to submit the requested document/ information will result in your application not be considered. All Non- RSA Citizens must attach a certified copy of proof of permanent residence in SA if shortlisted. In the case of foreign qualification: it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) or other regulating bodies to their applications. 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 the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications Failure to comply with the above instructions will result to your application being disqualified. We welcome applications from persons with disabilities Due to financial constraints S&T Claims will not be considered.

CLOSING DATE : 16 September 2022

POST 32/220 : **ASSISTANT MANAGER NURSING REF NO: RCH04/2022**

SALARY : R571 242 per annum. Additional Benefits: 8% Rural Allowance, 13th Cheque, Medical Aid (optional) and Housing Allowance (Provided the incumbent meets minimum requirement)

CENTRE : Richmond Hospital, Pietermaritzburg
REQUIREMENTS : Matric (Grade 12), National Degree/Diploma in General Nursing or equivalent qualification that allows registration with SANC as a professional Nurse Midwifery, Current Registration with South African Nursing Council (SANC) for 2022, A minimum of 8 years' appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. A minimum of 3 years' supervisory experience at ward management level. Recommendation: Qualification in Nursing licence administration, Valid driver's licence, Computer literacy. Knowledge, Skills, Training, and Competencies

Required: Knowledge of South African Nursing Council (SANC) rules and regulations, Decision making and problem solving skills, Conflict management and negotiation skills, Demonstrate effective communication with patients, supervisors, other health professionals and junior colleague including more complex report writing when required, Work as part of a multi-disciplinary team at unit level to ensure good nursing care by nursing team, Leadership, organizational, decision-making and problem solving skills, Report writing skills, and time management, interpersonal relations, counselling and conflict management skills, Ability to formulate patients care related policies, Knowledge of Public Service policies.

DUTIES

: Ensure co-ordination of various clinical and support service that so that functions are performed within a multi-disciplinary approached to allow for total patient care, Contribute to the development of clinical management guidelines and protocols for management of patients and ensure acceptable level of care within available resources, Formulate and monitor operation plan which is online with the strategic plan of the hospital and Department, Assist in the implementation of priority programmes e.g. National Core Standards, Monitor and maintain standards set by accreditation bodies, Formulate programmes and projects and implementation thereof, Executive function with proficiency within the prescripts of all applicable legislation and supported the aims and objectives of the institution, Evaluate patients care programmes from time and make proposals for improvement that is supported by strong work ethics, Ensure affective and efficient utilisation of all resource allocated, Ensure implementation and maintenances of clinical competencies and to ensure that scientific principle of nursing processes are maintained, Provide expert advices concerning clinical management of patients, Ensure Data is collected, verified, analysed and validated, Maintain discipline and labour and labour peace in the work place. Supervision of allocated staff and ensure EMPDS is implemented.

ENQUIRIES

: Mrs JL Mlotshwa Tel No: 033 - 212 2170

APPLICATIONS

: All applications should be forwarded to: The Human Resource Manager: Mr S.E. Ndlela, Private Bag x 9124, Pietermaritzburg, 3200 or Hand delivered to: 171 Hoosen Haffejee, (Former Berg Street) Pietermaritzburg, 3201.

NOTE

: Application for employment Form (Z.83) which is obtainable from any Government Department or from the website – www.kznhealth.gov.za. Applicants for employment are NOT required to submit copies of qualification and other relevant documents on application but submit the Z83 form and detailed Curriculum Vitae (CV) only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. The Reference Number must be indicated in the column provided on the Z.83. The appointments are subject to a positive outcome obtained from the State Security, Agency (SSA) to the following checks (criminal clearance, credit records and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC), Applicants in possession of a foreign qualification will be required to submit an evaluation certificate from the South African Qualifications Authority (SAQA). Non-RSA / Permanent Residents / Work permit holders will submit proof only when shortlisted. NB: Failure to comply with the above instructions will disqualify application. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, please accept that your application has been unsuccessful, People with disabilities should feel free to apply. Certificate of service stating the relevant experience endorsed by HR will be requested only when shortlisted. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department)

CLOSING DATE

: 16 September 2022

POST 32/221 : **OPERATIONAL MANAGER NURSING SPECIALTY (MATERNITY) REF NO: NMH/OMN/2022 (X1 POST)**
Component: Maternity

SALARY R571 242 – R579 072 per annum Other Benefits: 8% Rural Allowance 13th Cheque Medical Aid (Optional) Home owner's allowance (employee must meet prescribed requirements)

CENTRE : Niemeyer Memorial Hospital

REQUIREMENTS : Grade 12 (Senior Certificate) Degree/Diploma in Nursing Science Registration with SANC as a professional nurse and Midwife 2022 SANC receipt a minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be in Advance Midwifery qualification. Previous and current work experience /certificate of Service endorsed by your Human resource department. Knowledge, Skills, Training and Competencies Required Knowledge of nursing care policies and procedures, nursing statutory rules regulations, guidelines and other relevant legal framework. Knowledge of nursing care delivery approaches. Strong interpersonal relations, communication, verbal, report writing and facilitation skills. Ability to make independent decisions problem solving and conflict resolution. Ability to prioritize issues and other work related matters and to comply with time frames. Insight into the public health sector strategies and priorities including nursing strategy, standard procedure and policies pertaining to nursing care. High level of accuracy, initiative and innovation. Good leadership, organizational and decision making skills. Knowledge of Human Resource and Financial policies and practices Basic computer skills.

DUTIES : Provide effective management and professional leadership by ensuring that the ward is organized to provide quality care. Ensures the implementation of the Essential Package of neonatal care Strengthen the resuscitation services in the unit. Manage and supervise the efficient and effective use of resources in the unit. Ensure implementation and adherence to National Core Standards, Departmental policies, Guidelines and procedures. Ensure implementation, monitoring and evaluation of all maternal child and women healthcare programs, make proposals for improvement that is supported by a strong work ethics and maintain accurate records. Ensure implementation of Mother Baby Friendly initiatives. Maintain a constructive working relationship with multidisciplinary health care team and all other stakeholders in health promotion. Provide unit staff supervision and mentoring. Monitor and evaluate staff performance, EPMDS. Provide safe and therapeutic environment that allows for the practices of safe nursing care as laid down by the Occupational Health and Safety and all other applicable prescripts. Manage and ensure that performance standards remain adequate and that responsibilities are adhered to within the budget limits. Deal with grievances and discipline according to prescribed policies and procedures. Demonstrate concern for patients, promoting and advocating a proper treatment and care. Improve quality of care through reduction of patient complaints, public complaints and waiting times. Ensure accurate, reliable statistics and reports are submitted timeously.

ENQUIRIES : Mrs. GN Nkosi Tel No: 034 331 3011

APPLICATIONS : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980.

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83). This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Application form (Z83) must be accompanied by detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other documents on application but must submit the Z83 and a detailed Curriculum, Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendation of the advert. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of

previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note due to financial constraints, there will be no payment for S&T claims.

- CLOSING DATE** : 09 September 2022
- POST 32/222** : **OPERATIONAL MANAGER NURSING GRADE 1- SPECIALTY PHC REF NO: NMH/OMN/PHC2022 (X1 POST)**
Component: Groenvlei Clinic (PHC)
- SALARY** : R571 242 – R642 933 per annum, (13% cheque, Housing Allowance (Employee must meet prescribed requirement), Medical aid (optional), 8% rural allowance.
- CENTRE** : Niemeyer Memorial Hospital
- REQUIREMENTS** : Standard 10 or Grade 12. Degree/Diploma in General Nursing, Midwifery, Community Health Nursing Science and Diploma in Health Assessment, Care and Treatment. A minimum of 9 years appropriate/ recognizable experience in nursing after registration as a Professional nurse with SANC in General Nursing. At least 5 years of the period referred must be recognizable experience after obtaining 1 year post basic qualification in Post Basic Qualification in the relevant specialty. Current SANC receipt (2022). Previous and current work experience /certificate of Service endorsed by your Human resource department Recommendations: Nursing Administration Knowledge, Skills, Training and Competencies Require Extensive knowledge of National and Provincial clinical protocol to be followed as management of clients within a PHC setting. Knowledge of Human Resource procedures in the Public Service & conditions of Service. Communication and interpersonal relationship, monitoring, negotiating, coaching, problem solving skills, conflict resolution skills and counselling. Knowledge of legal framework and prescripts within the Department of Health The incumbent is required to communicate with many sectors in both written and verbal communication that respect the person, culture and language. Knowledge of code of conduct and Labour Relations procedures/ processes. Knowledge of Batho Pele Principles and Patients' Rights Charter. Knowledge of nursing care processes and procedures and other relevant legal frameworks such as Nursing Act, Occupational Health and Safety Act. Leadership and supervisory skill.
- DUTIES** : Responsible for the efficient management of Groenvlei Clinic. Supervise and develop all practices and systems to enable the integrated clinical service management to deliver comprehensive package of service in line with NHI initiatives. Integrated PHC for all sector of the community. Monitor and evaluate performance of clinic staff according to set standards, norms, targets and to ensure effective reporting. Monitor and evaluate all PHC programmes implemented within the designated service area. Ensure provisions of high quality comprehensive care through provision of preventive, curative and rehabilitative service. Provision of ICSM integrated clinical service management Implement realization of ideal clinic (ICRM) Status. Ensure quality service delivery through the implementation of NCS within the clinic. Monitor PHC indicators and strive towards reaching the targets. Manage and monitor proper utilization of human financial and other resources. Provision of administrative services by planning, organizing and ensuring the availability of medicine, supplies and essential equipment. Maintain a constructive relationship with relevant role players and other stakeholders. Exercise control of discipline, grievance and any other labour related issues in terms of laid down procedures. Ensure clinical audits are implemented Ensure monitoring and evaluation of staff performance through the EPMS system. Ensure quality data management is implemented and monitored at the clinic.
- ENQUIRIES** : Mrs. GN Nkosi Tel No: 034 331 3011
- APPLICATIONS** : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private BAG X1004, Utrecht, 2980.
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Application form (Z83) must be accompanied by detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other documents on application but must submit the Z83 and

a detailed Curriculum, Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendation of the advert. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note due to financial constraints, there will be no payment for S&T claims.

- CLOSING DATE** : 09 September 2022
- POST 32/223** : **PROFESSIONAL NURSE (SPECIALTY) GRADE 1 OR 2 REF NO: SAP 05/2022 (X1 POST)**
- SALARY** : Grade 1: R388 974 - R450 939 per annum
Grade 2: R478 404 - R588 390 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid, must meet prescribed requirements
- CENTRE** : St Apollinaris Hospital (Paediatric Ward)
- REQUIREMENTS** : Senior certificate/Grade 12 or equivalent Qualification PLUS; Basic R425 qualification (ie. Degree / Diploma in Nursing or equivalent qualification that allows registration with SANC as Profession Nurse and Midwifery PLUS a Post Basic Nursing qualification in Child Nursing Science with duration of at least 1 year, accredited with the SANC .Proof of Current registration with SANC as a General Nurse, Midwifery and Child Nursing Science (2022).Proof of current and previous experience endorsed by Human Resource Department. Experience: **Grade 1:** A minimum of 4 years appropriate /or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse with 1 year Post basic qualification in Child Nursing Science. **Grade 2:** A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least 10 years of the period referred to above must be appropriate or recognizable experience in Paediatric Ward after obtaining the 1 year post basic qualification in Child Nursing Science. Recommendations: Computer literacy. Skills: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences .Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.
- DUTIES** : Provide of holistic, specialized nursing care with set standard and within legal framework Implement standard, practices, criteria and indicators for quality nursing (quality of practices).Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain in a constructive working relationship with nursing and other stake holder .Utilize human, material and physical resources efficiency and effectively. Delegate duties and support staff in executing of patient care delivery. To do re-adjustment as required on shift to provide adequate nursing coverage. Assist in orientation and mentoring of all nursing staff and orientation of other staff .To assist in the planning and co-ordinating of training and promote leaning opportunity for all nursing categories. To maintain code of conduct for the public services and the professional body. To complete patient related data and partake in research. To do re-adjustment as required on shift to provide adequate nursing coverage .Assess suitability of equipment and consumable for specialized areas. Assist in relief duties of the supervisor. Act as junior shift leader on both day and night shift.

- ENQUIRIES** : should be directed to Ms NG Myeza Tel No: 039 833 9001
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za
- FOR ATTENTION** : Human Resources Section, Hand delivered applications may be dropped in the application box at Human Resource Department on or before the closing date before 16:00.
- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV only (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered". Certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
- CLOSING DATE** : 09 September 2022
- POST 32/224** : **PROFESSIONAL NURSE (SPECIALTY) GRADE 1 OR 2 REF NO: SAP 06/2022 (X2 POSTS)**
- SALARY** : Grade 1: R388 974 - R450 939 per annum
Grade 2: R478 404 - R588 390 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid, must meet prescribed requirements
- CENTRE** : St Apollinaris Hospital (Maternity Ward)
- REQUIREMENTS** : Senior certificate/Grade 12 or equivalent Qualification PLUS; Basic R425 qualification (ie. Degree / Diploma in Nursing or equivalent qualification that allows registration with SANC as Profession Nurse and Midwifery PLUS a Post Basic Nursing qualification in Advanced Midwifery with duration of at least 1 year, accredited with the SANC .Proof of Current registration with SANC as a General Nurse, Midwifery and Advanced midwifery (2022).Proof of current and previous experience endorsed by Human Resource Department. Experience : **Grade 1:** A minimum of 4 years appropriate /or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse with 1 year Post basic qualification in Advanced Midwifery. **Grade 2:** A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least 10 years of the period referred to above must be appropriate or recognizable experience in Maternity Ward after obtaining the 1 year post basic qualification in Advanced Midwifery. Recommendations: Computer literacy. Skills: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences .Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.
- DUTIES** : Delegate duties and support staff in executing of patient care delivery. To do re-adjustment as required on shift to provide adequate nursing coverage. Assist in orientation and mentoring of all nursing staff and orientation of other staff. To assist in the planning and co-ordinating of training and promote leaning opportunity for all nursing categories. To maintain code of conduct for

the public services and the professional body to complete patient related data and partake in research. To do re-adjustment as required on shift to provide adequate nursing coverage. Assess suitability of equipment and consumable for specialized areas. Assist in relief duties of the supervisor. Act as junior shift leader on both day and night shift Provision of optional, holistic specialized nursing care in obstetric with set standards and within a professional/ legal framework .Implement standard, practices, criteria and indicators for quality nursing (quality of practice)Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain in a constructive working relationship with nursing and other stake holders. Utilize human, material and physical resources efficiently and effectively.

- ENQUIRIES** : should be directed to Ms NG Myeza Tel No: 039 833 9001
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za
- FOR ATTENTION** : Human Resources Section, Hand delivered applications may be dropped in the application box at Human Resource Department on or before the closing date before 16:00.
- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV only (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered". Certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
- CLOSING DATE** : 09 September 2022
- POST 32/225** : **PROFESSIONAL NURSE SPECIALTY (ADVANCED MIDWIFERY AND NEONATAL NURSING) REF NO: APP/ 02/2022 (X3 POSTS)**
Component: Nursing
- SALARY** : Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 – R588 390 per annum
Other Benefits 13TH Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
- CENTRE** : Appelsbosch Hospital
- REQUIREMENTS** : for the posts Senior Certificate (Grade 12) or equivalent qualification. Degree/National Diploma in General Nursing and Midwifery. Proof of current registration with SANC (2022) as a Professional Nurse and Midwifery. A Post Basic nursing qualification with a duration of at least 1 year accredited with SANC in Advance Midwifery and Neonatal nursing science. **Grade 1:** A minimum of four (04) years appropriate/recognisable experience in nursing after registration as Professional nurse with SANC in General Nursing **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in specific specialty after obtaining the 1 year post-basic qualification in the relevant specialty. Certificate of Service endorsed by Human Resource. Recommendations: Computer literacy. Diploma/Degree in nursing management. Valid Driver's license (Code 8or 10). Knowledge, Skills, Training, and Competencies Required: Demonstrate and understanding of nursing

legislation and ethical nursing practice. Perform a clinical practice in accordance with the scope practice and nursing standards as determined by the relevant facility. Demonstrate effective communication with patients, supervisor and other clinicians include report writing. Work as part of multi-disciplinary team to ensure good nursing care programmers. Work effectively, co-operatively amicably with the person of diverse culture, racial or religious differences.

DUTIES : Implementation of maternal, neonatal and child healthcare programmers. Implementation standards practices and indication of maternal and child health care. Strengthen reproductive health and post-natal services. Participate in PPPIP programs and date management and ensure timeous submission to FIO. Ensure proper utilization of resources in the units. Implementation of ESMOE and CARMMA elements. Implementation of EMTCT and its management. Ensure implementation of neonatal EPOC.

ENQUIRIES : Mr. SM Ntuli: Deputy Manager Nursing Tel No: 032 294 8000
APPLICATIONS : Should be forwarded to: The Chief Executive Officer, P/Bag x 215, Ozwathini, 3242.

FOR ATTENTION : Human Resource Manager

NOTE : Equity target: African male

CLOSING DATE : 16 September 2022

POST 32/226 : **REGISTRAR ACADEMIC REF NO: BNC04/2022**

SALARY : R321 543 – R378 765 per annum. Medical aid (Optional), Homeowners allowance (employee must meet the prescribed requirements)

CENTRE : Benedictine Hospital, Nongoma

REQUIREMENTS : Senior Certificate/Grade 12, A Diploma/Degree in Finance/ or Human resource/or Public Management/Office Management and Technology, 3-5 years Clerical/Administrative experience. Recommendations: Experience in Human Resource / Budget and expenditure, Computer Literacy-All Microsoft applications, unendorsed valid RSA driver's license. Knowledge, skills, training and competencies required: Application of all relevant legislation, procedures and policies, ensuring that the campus follow relevant policies on supply chain management, Application of the Public Finance Management Act, Public Service Act, Basic Conditions of Employment Act, Nursing Act, Human Resources Management policies, Labour relations act, Competencies in conflict management and problem solving skills, Good verbal and written communication skills, Good interpersonal relationships, Ability to work under pressure and meet required deadlines, Ability to keep employees employment and learner nurses academic records, Supervisory skills, Ability to analyze and monitor PERSAL reports, Ability to analyze the budget and budget expenditure.

DUTIES : Participate in and monitor budget allocations and cash flow meetings for the Campus in Conjunction with the Principal in terms of the PFMA, Develop and implement Human Resource and Finance Management policies in relation to the campus, Approval of transactions on PERSAL timeously, Responsible for all Human Resource Practices such as appointment, retirement and resignation procedures, staff establishment, leave management, etc., Assist with orientation and induction of staff in the Campus, Liaise with the Finance and Human Resource Departments at Benedictine Hospital and KwaZulu-Natal College of Nursing (KZN CN) Head Office, Provide human resource and administration services to the Nursing lecturing service, including students and monitor PERSAL report.

ENQUIRIES : Campus Principal: Mrs. JF Zwane Tel No: 0358317107

APPLICATIONS : All applications should be posted to: The Campus Principal, Benedictine Campus, Private Bag x 5002, Nongoma, 3950. Hand delivered application may be submitted at Benedictine Campus Admin office, The Principal Vryheid Main Road, Nongoma, 3950.

NOTE : Complete the most recent Z83 application form for employment obtainable from all Public Service Departments or from website – www.kznhealth.gov.za. The Z83 must be completed in full in a manner that allows a selection committee to assess the quality of the applicant. A detailed Curriculum Vitae (CV), The Reference number must be indicated in the column provided on the form Z83 e.g. ref number BNC04/2022. Faxed and emailed applications will not be accepted. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed CV. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted

candidates Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. 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 Education qualifications by SAQA, verification of previous experience for employers and verification from the Company Intellectual Property Commission (CIPC). It is the applicant's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications Authority (SAQA). People with disabilities should feel free to apply for the post. Failure to comply will result in the application not being considered. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

CLOSING DATE

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09 September 2022