

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

(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.)

OTHER POSTS

<u>POST 33/225</u>	:	<u>HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 34/2022</u> Department: Anaesthetic and Intensive Care
<u>SALARY</u>	:	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 Senior Certificate/Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Anaesthetic. 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 Anaesthetic. A minimum of 3 years appropriate experience as a Medical Specialist in Anaesthetic 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>	:	Participate in the coordination of anesthetic unit services for the discipline within Region 4 (King Cetshwayo, Zululand and Umkhanyakude) 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 4 and also to provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Participate in the provision of vision, strategic direction and inspire employees to deliver excellent, quality health services. Plan and partake in the planning of staff including registrars, medical officers, community services officers, interns and undergraduate medical students and also support relevant clinical research, clinical trials and CPD activities. Render efficient and cost-effective critical care services to patients managed by Ngwelezana Hospital. Strengthen clinical governance. Participate in the formulation and management of protocols in accordance with departmental policies that will have a positive impact on staff and ensure that staff is aware and comply with guidelines and procedures. Provide measures and guidance on quality assurance to comply with set quality standards. Manage the performance of allocated human resources. Ensure that the environment complies with Health and Safety Act, staff adhere to the safety precautions and make sure that staff is maintained to attain optimal productivity. Ensure equipment is maintained and functional at all times. Render affective administrative support. Provide after hour courage and ensure continuous clinical support to junior staff. Attend to meetings and workshops as 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.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. S Sepersad Tel No: 035 901 7260 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</u>	:	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** : 16 September 2022
- POST 33/226** : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 REF NO: NGWE 35/2022**
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 REQUIREMENTS** : 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 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
APPLICATIONS**

: Dr. RS Moeketsi Tel No: 035 901 7260
 : 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

: 16 September 2022

POST 33/227

: **HEAD CLINICAL UNIT GRADE 1 REF NO: HCUTRANSURG/02/2022 (X1 POST)**
 Department: Transplant Surgery
 Re-advertisement. Candidates who applied previously should re apply.

SALARY

: R1 754 739 per annum, an all-inclusive flexible remuneration package is payable to the successful candidate who will be required to enter into a permanent employment contract, as well as complete a Performance Agreement with the Manager of the post (excluding Commuted Overtime).

**CENTRE
REQUIREMENTS**

: IALCH
 : Tertiary Qualification equivalent to MBCHB. The appointment to Grade1 requires appropriate qualification, registration certificate plus five (5) years' experience after registration with HPCSA as a Medical Specialist in Surgery. Recommendation: 5 Years' experience in an accredited transplant unit with at least 3 years being as a registered specialist. Management experience will be an added advantage. Knowledge, Skills, Training and Competence Required: An in-depth knowledge of the functioning of the Transplant Unit. The applicant will be expected to manage donor and recipient surgery as well as oversee the surgical access for dialysis patients on the transplant programme. Ability to

perform appropriate specialised procedures, particularly kidney transplants and access surgery. Proven academic capabilities and training experience. Sound knowledge of management and human resources. Sound knowledge of current health and Public Service legislation and policy. Good communication and supervisory skills. Ability to work within a team. Stress tolerance. Self-confidence. Capacity to build and maintain relationships. Good communication skills. Leadership and decision making skills.

DUTIES

: Management of Renal transplant programme for the province. Provide access to surgical services to patients on the transplant programme. Conducting of clinics, operating theatre lists and consultations with other disciplines. Drawing up of protocols for patient perioperative patient management. Supervision of participation in post and undergraduate. Participation in the academic programs of the department of General Surgery as well as the transplant unit. Conducting and supervising relevant research. Performing regular audits of the departmental activities. Liaising with the hospital management and other agencies to ensure the efficient provision of clinical services at IALCH. Providing consultative/support services to peripheral institutions as part of the department's outreach program.

**ENQUIRIES
APPLICATIONS**

: Prof Assounga Tel No: 031 2401325

All applications must be addressed to the Human Resources Manager, and should be placed in 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 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

: 16 September 2022

POST 33/228

: **MEDICAL SPECIALIST GRADE 1, 2, 3 REF NO: NGWE 36/2022**
Department: Radiology

SALARY

: 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
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
REQUIREMENTS**

: 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 Radiology. 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 Radiology. **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 Radiology. **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 Radiology. 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.

DUITES : The candidate will, under the direction of the Head of Department: Conduct specialist ward rounds; provide after hour coverage in Radiology Department and clinical support to junior staff; provide advice to district / regional level hospitals; Manage / supervise allocated human resources; 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 Radiology Department and have an input into the unit's administration at Ngwelezana Hospital. Assist protocol development and review for patient's management. 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 : Dr. N Shabalala 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 : 16 September 2022

- POST 33/229** : **MEDICAL OFFICER: RADIOLOGY REF NO: MO RADIOLOGY/3/2022 (X2 POSTS)**
 Department: Radiology
 Re advertisement. Candidates who applied previously should re apply.
- 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 REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
 : Senior Certificate. MBChB Degree, Registration Certificate with the HPCSA as a medical Practitioner. Current registration with the Health Professions Council of South Africa as an Independent Medical Practitioner. Completion of Community Service. Experience: **Grade 1:** No experience required after completion of Community Service. Appointment to grade 1 requires 1 year 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 2:** Five (5) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) 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 The appointment to Grade 3 requires a minimum of 11 years (11) 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. Skills, Knowledge, Training and Competency Required: Knowledge of Radiological Anatomy and Radiation physics and safety. Radiology related diploma, courses, certificates or seminars will be an advantage. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills. Completion of Community Service or one year as a Medical Officer in the case of Foreign Nationals. Should the successful applicant be a post-registrar time medical officer, they will be employed on a 12 month contract basis. Recommendation Work experience in a Diagnostic Radiology Department will be an advantage.
- DUTIES** : Provide an efficient, effective general radiological medical officer service to facilitate imaging of IALCH patients. Ensure optimal health care consistent with the guidelines of practice of Radiology as outlined by the South African Society of Radiologists. Take an active academic role and an active role in radiology training and research. Participation in commuted overtime is compulsory.
- ENQUIRIES APPLICATIONS** : Dr N. Dlamini Tel No: (031) 240 2294/5
 : 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 APPO/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** : 16 September 2022
- POST 33/230** : **MEDICAL OFFICER REF NO: MO ONCO/2/2022 X (X1 POST)**
Department: Oncology
- 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 REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
: MBCHB degree. Registration Certificate with the HPCSA as a Medical Practitioner. Senior Certificate Current registration with HPCSA as a Medical Practitioner. 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 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 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. Recommendation: At Least 6 Months Experience In Radiotherapy & Oncology Would Be Advantageous. Knowledge Skills And Experience_Required: Basic understanding of treatment principles and options in oncology. Good interpersonal skills. Ability to diagnose and manage common medical problems including oncological emergencies. Sound moral values based on integrity, trust and judgment. Sound communication skills. Prior experience in oncology is advantageous.
- DUTIES** : Work within a multidisciplinary framework in the management of oncology patients. Adhere to departmental treatment guidelines and policies. Undertake ongoing care of individual patients. Deal with emotional, social and physical aspects of disease for patients and their relatives. Maintain medical records, including morbidity and mortality statistics. Attend and participate in departmental academic meetings and outreach services. Rotate through other hospitals in the DFR area. The successful applicant will be required to perform after hour's duties at IALCH and Addington Oncology departments.
- ENQUIRIES APPLICATIONS** : Dr Shona Bhadree Tel No: 031 240 1920
: 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.

<u>CLOSING DATE</u>	:	16 September 2022
<u>POST 33/231</u>	:	<u>OPERATIONAL MANAGER (PHC SUPERVISOR) REF NO: NGWE 37/2022</u> Department: Primary Health Care
<u>SALARY</u>	:	R571 242 – R642 933 per annum. 13 th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% In-hospitable area allowance.
<u>CENTRE</u>	:	Ngwelezana Tertiary Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 Diploma / Degree in General Nursing that allows registration with SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse A post basic qualification with a duration of at least one year in Clinical Nursing Science, Health Assessment, Treatment and Care (Primary Health Care). Current SANC receipt. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the one year post basic qualification in the relevant field. Code 10 driver's license. Knowledge, Skills, Attributes and Abilities In depth understanding of nursing legislation and related legal and ethical nursing practices and how it impacts on service delivery; Nursing Act, Health Act; Occupational Health and Safety Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedure, Grievance Procedure; Performance Management and Development policy. Basic understanding of human resources and financial policies and practices. Effective communication skills with stakeholders. Teamwork and report writing skills; Leadership, organizational, decision making and problem solving abilities. Diversity Management and change management. Good interpersonal relations and basic computer skills.
<u>DUTIES</u>	:	Provide primary health care supervision, monitoring and evaluation of systems for all clinics under Ngwelezana Hospital. Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined by Ngwelezana Hospital. Promote quality of nursing care as directed by the professional scope of practice and standards in line with facility operational plan. Ensure effective performance management of staff in line with Performance Management and Development system policy of the department. Effective management of complaints, ideal clinic, and norms and standards initiatives prioritization. Ensure effective utilization of resources allocated to the clinic in line with allocated budget including training and development of staff. Effective implementation of disciplinary code and procedures fairly and equally. Ensures effective records management and submission of monthly reports /stats accordingly. Ensure that risks and hazards are identified and dealt with accordingly in line with departmental imperatives. Facilitate implementation of community based model. Provide leadership and governance to ensure a PHC approach of the system delivering services in the defined area to address health needs, including social determinants of health. Facilitate and monitor the essential PHC components of community participation and inter-sectorial collaboration. Ensure appropriate capacity development and supervision for the PHC facilities, units and teams operating in a service area. Facilitate and ensure an integrated approach in planning, and implementing services at all facilities and teams to provide a comprehensive PHC service from household level to the PHC services, including the referral system and ensuring full community participation. Analyze the operational imperatives set in the National PHC package of services, National Health Norms and standards,

Provincial Strategic and Annual Plans, policies and guidelines to ensure translation into interventions and services to reach clearly defined targets and objectives in the service area. Monitor PHC outputs and services on a monthly basis to review performance, provide feedback to the PHC Units and facilities and their managers, as well as Sub District Management. As part of Clinical Governance monitor and audit compliance with norms and standards, clinical protocols and good practice elements to identify risks to communities, individuals and the Department. Ensure adverse event reporting as per protocol. Ensure effective, efficient and economical use of allocated resources.

**ENQUIRIES
APPLICATIONS**

: Mrs. BJ Kubheka Tel No: 035 901 7224/ 7298
 : 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

: 16 September 2022

POST 33/232

: **OPERATIONAL MANAGER (NURSING) REF NO: NGWE 38/2022**
 Department: Primary Health Care

SALARY

: R571 242 – R642 933 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% In-hospitable area allowance

**CENTRE
REQUIREMENTS**

: Ngwelezana Tertiary Hospital
 : Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse. A post basic qualification with a duration of at least one year in Clinical Nursing Science, Health Assessment, Treatment and Care (Primary Health Care). Current SANC receipt. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the one year post basic qualification in the relevant field. Code 10 driver's license. Knowledge, Skills, Attributes And Abilities In depth understanding of nursing legislation and related legal and ethical nursing practices and how it impacts on service delivery; Nursing Act, Health Act; Occupational Health and Safety Act, Patient Rights Charter, Batho Pele

Principles, Public Service Regulations, Disciplinary Code and Procedure, Grievance Procedure; Performance Management and Development policy. Basic understanding of human resources and financial policies and practices. Effective communication skills with stakeholders. Teamwork and report writing skills; Leadership, organizational, decision making and problem solving abilities. Diversity Management and change management. Good interpersonal relations and basic computer skills.

DUTIES

: Ensure effective clinical governance through quality improvement processes-clinical auditing, process mapping and management of health risks. Provide clinical leadership. Improve quality of clinical services. Provide clinical training monitoring and evaluation. Teaching and research activities. Provide primary health care supervision, monitoring and evaluation of systems for all clinics under Ngwelezana Hospital. Facilitate development of SOP. Provide trainings and regular skills audit. Recommend changes based on the evidence based practice. Clinical investigation compile report after investigation and monitor. Attend perinatal and mortality review meetings. Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined Ngwelezana Hospital. Promote quality of nursing care as directed by the professional scope of practice and standards in line with facility operational plan. Provide strategic leadership in the delivery of integrated sub-district health system based on relevant policies. Conduct sub-district clinic analysis on status of MNCWH. Ensure effective performance management of staff in line with Performance Management and Development system policy of the department. Accelerate implementation of Phc re-engineering. Effective management of complaints, ideal clinic, and national core standards initiatives prioritization. Effective implementation of disciplinary code and procedures fairly and equally. Ensures effective records management and submission of monthly reports /stats accordingly. Ensure that clinical risks and hazards are identified and dealt with accordingly in line with departmental imperatives. Reduce the burden of diseases. Ensures effective, efficient and economical use of resources. Support facilities in accreditation to ICRM and Norms and standards. Conduct sub-district maternal and perinatal review meetings. Implement key CARMMA Components. Work in collaboration with internal and external stakeholders within uMhlathuze sub-district

**ENQUIRIES
APPLICATIONS**

: Mrs. BJ Kubheka Tel No: 035 901 7224/7298
: 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** : 16 September 2022
- POST 33/233** : **CHIEF RADIOGRAPHER DIAGNOSTIC REF NO: NGWE 39/2022**
Radiology
- SALARY** : R473 112 – R459 231 per annum. 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements). 12% In-hospitable area allowance
- CENTRE REQUIREMENTS** : Ngwelezana Tertiary Hospital
: Senior Certificate / Grade 12. Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Radiographer Diagnostic. Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer Diagnostic. A minimum of three (3) years appropriate experience in the relevant profession after registration with the HPCSA as a Radiographer Diagnostic. Knowledge, Skills, Attributes and Abilities Expert knowledge of specialized equipment and radiography/Ultrasound practice and prescripts. Knowledge of Public Service Policies, Acts & Regulations including the PFMA, HRM Policies etc. Knowledge of Legislation pertaining to Radiography (Radiation Control & Safety). Knowledge of Quality Assurance procedures and methods. Good leadership, negotiation, problem solving, communication and interpersonal skills.
- DUTIES** : Ensure provision of effective & efficient Radiography service through adequate supervision. Participate in shifts and standby duties including nights, weekends and Public Holidays. Provide high quality radiography service while observing safe radiation protection standards. Working knowledge and experience on EPMDS and be responsible for the EPMDS of allocated staff members. Provide support, supervision and training of junior staff. Perform reception and administrative duties as required. Participate in Quality Assurance and Quality Improvement projects. Participate in institutional radiographic policy analysis, formulation and planning for service delivery to ensure that the service complies with radiation control legislation. Deal with grievances and labor relations issues in terms of laid down policies. Give factual information to patients and clients on Diagnostic Radiography. Utilize and maintain equipment professionally to ensure patient safety while adhering to Professional Radiographic Prescripts.
- ENQUIRIES APPLICATIONS** : Mrs. NP Ntengenyane Tel No: 035 901 7115
: 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** : 16 September 2022
- POST 33/234** : **OPERATIONAL MANAGER– (GENERAL STREAM OPD) REF NO: MURCH-01/2022 (X1 POST)**
- SALARY** : R450 939 per annum. Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
- CENTRE** : Murchison Hospital
- REQUIREMENTS** : Senior Certificate. Diploma / Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwife. A minimum of 7 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with SANC in general nursing. Previous work experience / Certificate of service endorsed by your Human Resource Department (to be attached to application Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa Knowledge, Skills And Competencies Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework Interpersonal skills including public relations, negotiating, conflict handling and counseling skills Financial and budgetary knowledge pertaining to the relevant resources under management Insight into procedures and policies pertaining to nursing care Computer skills in basic programmes.
- DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care Coordinate and monitor the implementation of nursing plan and evaluation thereof Manage and monitor proper utilization of human, financial and physical resources Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork) Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Implementation and management of infection control and prevention protocols, safety and risk management Maintain accurate and complete patient records according to legal requirements Implement standards, practices, criteria and indicators for quality Nursing (Quality of Practice) Ensure quality data management and utilization Practice nursing and Health Care in accordance with the laws and regulations relevant to Nursing and Health Care.
- ENQUIRIES** : Mrs C Mkhwanazi Tel No: 039-6877311 ext. 127
- APPLICATIONS** : All applications should be forwarded to: Chief Executive Officer P/Bag X701 Portshepstone 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The 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. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV). The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. 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) 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. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution)If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

- CLOSING DATE** : 16 September 2022
- POST 33/235** : **OPERATIONAL MANAGER– (GENERAL STREAM MALE MEDICAL WARD) REF NO: MURCH- 02/2022 (X1 POST)**
- SALARY** : R450 939 per annum. Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
- CENTRE REQUIREMENTS** : Murchison Hospital
 Senior Certificate. Diploma / Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwife. A minimum of 7 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with SANC in general nursing. Previous work experience / Certificate of service endorsed by your Human Resource Department (to be attached to application Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework Interpersonal skills including public relations, negotiating, conflict handling and counseling skills Financial and budgetary knowledge pertaining to the relevant resources under management Insight into procedures and policies pertaining to nursing care Computer skills in basic programmes.
- DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care Coordinate and monitor the implementation of nursing plan and evaluation thereof Manage and monitor proper utilization of human, financial and physical resources Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork) Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Implementation and management of infection control and prevention protocols, safety and risk management. Maintain accurate and complete patient records according to legal requirements Implement standards, practices, criteria and indicators for quality Nursing (Quality of Practice) Ensure quality data management and utilization Practice nursing and Health Care in accordance with the laws and regulations relevant to Nursing and Health Care.
- ENQUIRIES APPLICATIONS** : Mrs C Mkhwanazi Tel No: 039-6877311 ext. 127
 All applications should be forwarded to: Chief Executive Officer P/Bag X701 Portshepstone 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za.The 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 Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. 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) 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. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution)If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

- CLOSING DATE** : 16 September 2022
- POST 33/236** : **CLINICAL PROGRAMME COORDINATOR: TRAINING AND DEVELOPMENT REF NO: UTHUK 05/2022 (X1 POST)**
- SALARY** : R450 939 – R507 531 per annum. Other Benefits: 13th Cheque, Home Owner's Allowance (Conditional), Medical Aid (Optional)
- CENTRE** : Uthukela District Office
- REQUIREMENTS** : Matric (National Senior Certificate).Bachelor's Degree/National Diploma in General Nursing. Current registration with the South African Nursing Council (SANC 2022 Receipt). A minimum of 7 years appropriate / recognizable nursing experience as a General Nurse. Recommendation: Proof of computer literacy. Valid Driver's License. The ideal candidate must have Report writing abilities. Financial management skills. 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 work related matters and to comply with time frames. Proven initiative, decisiveness and the ability to acquire new knowledge swiftly. Computer literacy with a proficiency in MS Office Software applications.
- DUTIES** : Develop curricula based on monitoring and evaluation activities within the District in conjunction with health care specialist. Ensure alignment of all district training plans to the National development plan. Monitor the training health budget and ensure timeous procurement of all required resources. Monitor that all facilities are well covered in terms of training, for comprehensive and quality service delivery. Ensure programme integration into Operation Sukuma Sakhe objectives, both at hospital and PHC levels. Ensure sustainable training plan for all personnel during and beyond the Covid19 pandemic and ensure prompt and proper referral to next level of care. Participate in quality improvement programmes and clinical audits. Ensure the effective, efficient and economical management of allocated resources of the division.
- ENQUIRIES** : Ms. L.S Phungula Tel No: 036 631 2202
- APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager Uthukela Health District office, Private Bag X 9958 Ladysmith 3370, OR Hand Delivered to HR Officer (Room 20) 32 Lyell Streets, Ladysmith, 3370.
- FOR ATTENTION** : Mrs. C.G.K Hadebe
- NOTE** : Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV only (with detailed previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. 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.
- CLOSING DATE** : 16 September 2022

POST 33/237 : **CLINICAL PROGRAMME COORDINATOR: HIV/AIDS-HCT, STI AND HTA (HAST) REF NO: UTHUK 06/2022 (X1 POST)**

SALARY : R450 939 – R507 531 per annum. Other Benefits: 13th Cheque, Home Owner's Allowance (Conditional), Medical Aid (Optional)

CENTRE : Uthukela District Office
REQUIREMENTS : Matric (National Senior Certificate). Bachelor's Degree/National Diploma in General Nursing. Current registration with the South African Nursing Council (SANC 2022 Receipt). A minimum of 7 years appropriate / recognizable nursing experience as a General Nurse. Recommendation: Proof of computer literacy. Valid Driver's License. The ideal candidate must have: Demonstrate in depth knowledge and understand of HR policies and procedures, PFMA and the legislative framework governing the Public Service. Good communication, leadership, interpersonal and problem solving skills. Ability to function well within a team. Conflict management and negotiation skills. Knowledge of SANC Rules and Regulations. Decision making skills. Computer literacy.

DUTIES : Plan, organise and conduct community dialogues and events that convey health messages and practices which support health programme strategies. Ensure that clinical strategies to manage health conditions contained under the health programs are implemented in all institution. Monitor indicators which measure health practice in institutions, provide support and report on findings to District Health Management. Network with other provincial departments and NGO's to maintain a referral service for community members inclusive of identity documents, home based. Coordinate human resource management under HTA Program.

ENQUIRIES : Ms. L.S Phungula Tel No: 036 631 2202
APPLICATIONS : All applications should be forwarded to: The Human Resources Manager Uthukela Health District office, Private Bag X 9958 Ladysmith 3370, OR Hand Delivered to HR Officer (Room 20) 32 Lyell Streets, Ladysmith, 3370.

FOR ATTENTION : Mrs. C.G.K Hadebe
NOTE : Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV only (with detailed previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. 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.

CLOSING DATE : 16 September 2022

POST 33/238 : **ULTRASOUND RADIOGRAPHER GRADE 1, 2, 3 REF NO: NGWE 40/2022**
Department: Radiology

SALARY : Grade 1: R401 640 – R459 231 per annum
Grade 2: R473 112 – R540 954 per annum
Grade 3: R557 301 – R600 384 per annum
13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 12% In-hospitable area allowance

CENTRE : Ngwelezana Tertiary Hospital
REQUIREMENTS : Senior Certificate / Grade 12. Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Ultrasound Radiographer. Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer Ultrasound. **Grade 1:** No experience required after registration with the Health Professional Council of South Africa (HPCSA) as Radiographer Ultrasound in respect of RSA qualified employees who performed Community Service, as required in South Africa. One-year experience after registration with the Health Professional Council of South Africa as a Radiographer Ultrasound in respect of foreign qualified employees of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of ten (10) years relevant

experience after registration with the Health Professional Council (HPCSA) as a Radiographer Ultrasound in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of eleven (11) years relevant experience after registration with the Health Professional Council (HPCSA) as a Radiographer Ultrasound in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** A minimum of twenty (20) years relevant experience after registration with the Health Professional Council (HPCSA) as a Radiographer Ultrasound in respect of RSA qualified employees who performed Community Service, as required in South Africa. A minimum of twenty one (21) years relevant experience after registration with the Health Professional Council (HPCSA) as a Radiographer Ultrasound in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Knowledge, skills, attributes and abilities Sound knowledge of diagnostic sonography practice and ethos. Ability to perform quality assurance tests. Knowledge of relevant Health and Safety Acts. Knowledge of current health and public service, legislation, regulations and policy. Good communication and interpersonal skills, decision making and problem solving skills. Planning and organizing skills. Knowledge of cleaning equipment. Knowledge of infection control. Good communication skills. Computer skills. Supervisory skills.

DUTIES

: Provide high quality ultrasound services consistent with scope of practice and clinical standards. Execute all clinical procedures and examinations competently to prevent patient safety incidences and miscommunication. Inspect and use equipment to ensure compliance with safety standards. Assist in compiling reports and statistics for work area. Provide health education on patient's conditions whilst upholding patients' rights and keeping to scope of practice. Participate in quality assurance programs. Participate in EPMDS. Promote Batho Pele Principles in the execution of duties for effective and efficient service delivery. Assist with ultrasound patient bookings by ensuring request forms are filled properly with adequate medical and clinical information to carry out examination. Promote good health practices and ensure optimal patient care. Provide training, guidance and supervision to junior staff. Perform other duties as per delegation by radiography management.

**ENQUIRIES
APPLICATIONS**

: Mrs Np Ntengenyane Tel No: 035 901 7115
: 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** : 16 September 2022
- POST 33/239** : **CLINICAL NURSE PRACTITIONER GRADE 1, 2 REF NO: NGWE 41/2022**
Department: Various Clinics
- SALARY** : Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 – R588 390 per annum
13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% In-hospitable area allowance
- CENTRE** : Ngwelezana Tertiary Hospital various clinics
- REQUIREMENTS** : **Grade 1:** Diploma / Degree in General Nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery. A post basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, Assessment, Diagnostic, Treatment and Care. Current SANC Receipt (2022). A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** Diploma / Degree in General Nursing. A 1 year post basic qualification in Primary Health Care Nursing. A minimum of 14 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate/recognizable experience in Primary Health Care after obtaining post basic qualification in Primary Health Care. Current SANC Receipt. Knowledge, Skills, Attributes and Abilities: Appropriate Specialist procedures and protocols within field of expertise. Understanding of basic HR matters including Labour Relations. Control of budget, monitoring expenditure and project management. Knowledge of legislative prescripts governing the public service. Assessment, diagnosis and management of patient within the field of expertise. Managerial and financial management skills. Computer skills. Problem solving and project management Concerns of excellence, Courtesy and Interpersonal skills. Stress tolerance skills and innovation and drive. Awareness of cross-cultural differences.
- DUTIES** : Co-ordinate optimal holistic specialized primary health nursing care to patients as member of the Multidisciplinary team. Maintain accreditation standards by ensuring compliance with National Norms and Standards. Planning and organizing own work and that of support personnel to ensure proper nursing care. Participate in the formulation, analysis, implementation and monitoring of clinic objectives, policies, and procedures. Ensure that the clinic complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Strengthen ethics and professionalism. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according to Batho Pele Principles. Provide safe and therapeutic environment for patients, staff and public. Supervise other junior employees Participate in staff development using EPMDS System and other work related programmes and training. Work extended hours or on call system when required.
- ENQUIRIES** : Mrs BJ Kubheka Tel No: 035 901 7224 / 7298
- 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 : 16 September 2022

POST 33/240 : **CLINICAL NURSE PRACTITIONER GRADE 1, 2 REF NO: NGWE 42/2022**
Department: Primary Health Care

SALARY : Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 – R588 390 per annum
13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8% In-hospitable area allowance

CENTRE : Ngwelezana Tertiary Hospital

REQUIREMENTS : **Grade 1:** Diploma / Degree in General Nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery. A post basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, Assessment, Diagnostic, Treatment and Care. Current SANC Receipt (2022). A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** Diploma / Degree in General Nursing. A 1 year post basic qualification in Primary Health Care Nursing. A minimum of 14 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate/recognizable experience in Primary Health Care after obtaining post basic qualification in Primary Health Care. Current SANC Receipt. Drivers License. Knowledge, Skills, Attributes and Abilities Excellent communication skills, human relations and ability to teach and train staff within a team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care. Basic computer literacy to enhance service delivery. Effective communication with patients, supervisors and other health professionals. Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery. Knowledge of labour relations and disciplinary procedures. Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills. An understanding of the challenges facing the public health sector. Ability to make independent decisions. Report writing skills. Strong interpersonal, communication and presentation skills. Ability to prioritize issues and other work related matters and to comply with the frame. Proven initiative, decisiveness and to acquire new knowledge swiftly. Provide training and update on –clinical governance programme. Computer literacy in Ms Word packages. Appropriate Specialist procedures and protocols within field of expertise. Understanding of basic HR matters including Labour Relations. Control of budget, monitoring expenditure and project management. Knowledge of legislative prescripts governing the public service. Assessment, diagnosis and management of patient within the field of expertise. Managerial

and financial management skills. Computer skills. Problem solving and project management. Concerns of excellence, Courtesy and Interpersonal skills. Stress tolerance skills and innovation and drive. Awareness of cross-cultural differences.

DUTIES : Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a primary health care facility. Provide quality comprehensive community health care. Provide educational services. Evaluate and follow-up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patient's clinical conditions. Promote scientific quality nurse care. Administrate and control medication, responsible for individual consultation sections and identification of community needs. Render ANC services and conduct deliveries. Work with facility to develop Quality Improvement Plans and submit monthly quarterly and annual reports. Ensure clinical and nursing audits are conducted to evaluate patient care. Support OMN to implement Batho-Pele principles, patient's right and responsibilities and clinical governance programme. Supervise and strengthen the IPC services for patient, staff and patients. Prevent communicable disease including EPI diseases. To support clinics to conduct ideal audit assessment and National Core Standard Audit Assessment and to maintain status. Support OMN to implement quality projects e.g. waiting times, waiting times etc.

ENQUIRIES : Mrs BJ Kubheka Tel No: 035 901 7224 / 7298
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 : 16 September 2022

POST 33/241 : **PROFESSIONAL NURSE-SPECIALTY STREAM REF NO: MURCH 03/2022 (X1 POST)**

SALARY : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

CENTRE : Murchison Hospital (Maternity)

REQUIREMENTS

: Professional Nurse **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Midwifery Professional Nurse **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing and Midwifery, of which at least 10 years must be appropriate / recognizable experience Maternity services, after obtaining the one year post basic qualification in the relevant specialty. Senior Certificate, Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Advance Midwifery and Neonatal Nursing Science, Current Registration with SANC as General Nurse and Midwife Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department. Knowledge, Skills and Competencies Knowledge of nursing care and processes and procedures Knowledge of Public service regulations Disciplinary code, human resource policies, hospital generic and specific policies Leadership, supervisory and good communication skills Team building and cross cultural awareness Knowledge of SANC rules and regulations Knowledge of Batho Pele Principles and patients' rights charter.

DUTIES

: Must be able to handle obstetric and emergencies and high risk conditions To execute duties and functions with proficiency within prescript of applicable legislation Provision of quality patient care through setting of standards, policies and procedures including PMTCT To participate in quality improvement programmes and clinical audits Uphold Batho Pele and patients' rights principles Provide a safe, therapeutic environment as laid down by the Nursing act Maintain accurate and complete patient records according to legal requirements Exercise control over discipline, grievance and labor relations issues Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols Assist with performance reviews i.e. EPMS as well as student progress reports Show understanding of Perinatal Problem Identification programme Analyze reports and utilize the information to improve the health status of women Ensure the implementation of saving mothers, saving babies recommendation.

**ENQUIRIES
APPLICATIONS**

Mrs. CN Mkhwanazi Tel No: 039-6877311 ext. 127
: All applications should be forwarded to: Chief Executive Officer P/Bag X701 Portshepstone 4240 Or Hand Delivered To: Human Resources Department, Murchison Hospital

NOTE

: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The 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 Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. 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) 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. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution)If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

CLOSING DATE

: 16 September 2022

<u>POST 33/242</u>	:	<u>PROFESSIONAL NURSE-SPECIALTY STREAM- CHILD NURSING SCIENCE REF NO: MURCH 04/2022 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R388 974 per annum Grade 2: R478 404 per annum Other Benefits: 13 th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Murchison Hospital (PAEDS) Professional Nurse Grade 1: Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Midwifery Professional Nurse Grade 2: Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing and Midwifery, of which at least 10 years must be appropriate / recognizable experience Maternity services, after obtaining the one year post basic qualification in the relevant specialty. Senior Certificate, Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Child Nursing Science, Current Registration with SANC as General Nurse and Midwife. Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department Knowledge, Skills And Competencies Knowledge of nursing care and processes and procedures Knowledge of Public service regulations Disciplinary code, human resource policies, hospital generic and specific policies Leadership, supervisory and good communication skills Team building and cross cultural awareness Knowledge of SANC rules and regulations Knowledge of Batho Pele Principles and patients' rights charter.
<u>DUTIES</u>	:	To execute duties and functions with proficiency within prescript of applicable legislation Provision of quality patient care through setting of standards, policies and procedures To participate in quality improvement programmes and clinical audits Uphold Batho Pele and patients' rights principles Provide a safe, therapeutic environment as laid down by the Nursing act Maintain accurate and complete patient records according to legal requirements Exercise control over discipline, grievance and labor relations issues Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols Assist with performance reviews i.e. EPMDS as well as student progress reports Show understanding of Perinatal Problem Identification programme Implement all MCWH Programmes which will contribute to a reduction in mortality and Morbidity rates. Implement child health care programmes Implement standards, Practices and indication of Child Health Care Participate in Child PIP Meetings Knowledge and Management of Patients Safety Incidents
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. CN Mkhwanazi Tel No: 039-6877311 ext. 127 All Applications Should Be Forwarded To: Chief Exective Officer P/Bag X701 Portshepstone 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital
<u>NOTE</u>	:	The following documents must be submitted Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za .The 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. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV)The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022NB: Failure to comply with the above instructions will disqualify applicants. 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) 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. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity

in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

- CLOSING DATE** : 16 September 2022
- POST 33/243** : **PROFESSIONAL NURSE-SPECIALTY STREAM-THEATRE REF NO: MURCH 05/2022 (X1 POST)**
- SALARY** : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Other Benefits 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
- CENTRE REQUIREMENTS** : Murchison Hospital
Professional Nurse **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Operating Theatre Technique Professional Nurse **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing and Operating Theatre Technique, of which at least 10 years must be appropriate / recognizable experience, after obtaining the one year post basic qualification in the relevant specialty. Senior Certificate, Degree / Diploma in General nursing and Midwifery plus 1 year post basic qualification in Operating Theatre Technique Current Registration with SANC as General Nurse and Operating Theatre. Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department Knowledge, Skills and Competencies Knowledge of nursing care and processes and procedures Knowledge of Public service regulations Disciplinary code, human resource policies, hospital generic and specific policies Leadership, supervisory and good communication skills Team building and cross cultural awareness Knowledge of SANC rules and regulations Knowledge of Batho Pele Principles and patients' rights charter.
- DUTIES** : Must be able to handle operating and emergencies and high risk conditions To execute duties and functions with proficiency within prescript of applicable legislation Provision of quality patient care through setting of standards, policies and procedures To participate in quality improvement programmes and clinical audits Uphold Batho Pele and patients' rights principles Provide a safe, therapeutic environment as laid down by the Nursing act Maintain accurate and complete patient records according to legal requirements Exercise control over discipline, grievance and labour relations issues Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols Assist with performance reviews i.e. EPMDS as well as student progress reports Maintain a plan to improve the quality of Nursing and health care in operating theatre Formulation of theatre policies to ensure good practice Ensuring the availability of the necessary basic equipment.
- ENQUIRIES APPLICATIONS** : Mrs CN Mkhwanazi Tel No: 039-6877311 ext 127
All Applications Should Be Forwarded To: Chief Executive Officer P/Bag X701 Portshepstone 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The 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 Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. 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)

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. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.

- CLOSING DATE** : 16 September 2022
- POST 33/244** : **OCCUPATIONAL HEALTH NURSE REF NO: MONT 05/2022 (X1 POST)**
- SALARY** : Grade 1: R388 974 per annum, (OSD)
Grade 2: R478 404 per annum, (OSD)
- CENTRE** : Montebello Hospital
- REQUIREMENTS** : Senior Certificate or Equivalent qualification, Degree/Diploma in General Nursing and Midwifery. A Post Basic qualification with a duration of at least one year accredited with SANC in Occupational Health Nursing. Current registration with SANC as a General Nurse and Occupational Health Nurse. 2022 SANC Annual practicing certificate (2022 receipt or proof thereof). Experience: **Grade 1:** A minimum of 04 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least ten years of the period referred to above must be appropriate/recognizable experience in the Occupational Health after obtaining the 1-year post basic qualification in Occupational Health Nursing.
- DUTIES** : To execute duties and functions with proficiency in support of the aims and strategic objectives of the institution and to perform duties/functions within the prescripts of all applicable legislation. Maintain client satisfaction through quality service, innovation and professional nursing care by upholding the principles of Batho Pele and the standards set by the accreditation process. Undertake baseline and periodic disease profile among employees. Ensure occupational health functions are carried out timeously and correctly in order for occupational health to be fully functional in the institution. Roll out occupational health training programmes, orientation and induction for programme at the hospital. Undertake occupational disease research for the purpose of investigation and preventing all types of occupational diseases. Conduct occupational health Audit functions in compliance with the occupational health and safety act 85 of 1993. Ensure environmental conditions meet and maintain compliance as regulated by the occupational health and safety Act 85 of 1993. Assist with the occupational health and safety accreditation baseline/audits improvement. Implement the occupational health and safety manual and protocol. Uphold section 8(employers duties) and section 14(employees duties) of the occupational health and safety 85 of 1993 as amended. Assist with developing of occupational health strategic plan in line with district plan. Establish a multi-disciplinary committee to co-ordinate occupational health and safety programme including HIV/Aids in the workplace. Develop occupational health guidelines/policies.
- ENQUIRIES** : Mr ST Vilakazi Tel No: 033- 506 7007
- APPLICATIONS** : All Applications Should Be Forwarded To: The Chief Executive Officer: Montebello Hospital, P/Bag x506, Dalton, 3236
- FOR ATTENTION** : Human Resource Manager
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). 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). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must

be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

- CLOSING DATE** : 23 September 2022
- POST 33/245** : **ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: OSI HRM 05/2022 (X1 POST)**
- SALARY** : R382 245 per annum. Other Benefits: 13th Cheque. Medical Aid (optional). Housing allowance (candidate must meet prescribed requirements)
- CENTRE** : Osindisweni District Hospital
- REQUIREMENTS** : Senior Certificate Std 10/Grade 12. Degree / National Diploma in Human Resource Management / Public Management or Equivalent Qualification. 3 To 5 Years' Experience in Human Resource Component, of which Three (03) years must be supervisory level. A Valid Driver's License Code B (08). Proof of current and previous work experience endorsed and stamped by HR. Knowledge Skills, Competencies Required: Good Knowledge of Human Resource Management. Good Sound Knowledge of Departmental Legislation, Prescripts and Policies. Good Listening, Writing and Communication Skills. Computer Literacy. Good Decision Making.
- DUTIES** : Manage Human Resource Planning, Development and EPMDS in support of service delivery imperatives. Ensure the development and implementation of Human Resource Employment Equity and Workplace Skills plan for the Institution in consultation with all stakeholders. Participate in and provide inputs in Institutional strategic and operational planning and reporting sessions. Coordinate all HRD programmes and activities. Manage Human Resource Provisioning and Practices in line with prevailing legislation prescripts and policies. Monitor Human Resource records and document management system. Ensure effective leave management system. Manage Labour Relations matters to ensure effective employment relations. Ensure the coordination of Institutional Management Labour Committee meetings. Ensure training of staff on Labour Relations. Create awareness of Labour relations within the Institution. Ensure compliance with grievance, mediation and arbitration proceedings. Manage the employee Health and Wellness Programme in order to enhance employee productivity, safety and morale. Ensure coordination of Institutional Employee Health and Wellness Committee Meeting (IEHWCM). Ensure training of staff on Employee Health and Wellness Programme within the institution. Supervise staff and manage Human Resource Risk areas and assets. Manage EPMDS and staff development. Management of staff leaves utilization. Ensure the effective utilization of resources including assets allocated to Human Resource Component. Provide advice and guidance to all officials in the institution. Ascertain / substantiate possible discipline.
- ENQUIRIES** : Mr J.N. Shabane Tel No: 032 541 9201
- APPLICATIONS** : Applications to be forwarded to: Mr J.N. Shabane, Chief Executive Officer, Osindisweni District Hospital, Private Bag X15, Verulam, 4340.
- CLOSING DATE** : 16 September 2022
- POST 33/246** : **FINANCE CLERK SUPERVISOR REF NO: MONT 03/2022 (X1 POST)**
- SALARY** : R261 372 per annum (Level 07)
- CENTRE** : Montebello Hospital
- REQUIREMENTS** : Senior Certificate or Equivalent qualification. 3-5 years clerical/administrative experience in Finance Management. Recommendations: Valid driver's License code 8/10, Proof of Computer literacy in MS office application.
- DUTIES** : Supervise and render financial accounting transactions. Responsible for authorization of all BAS transactions. Supervise and perform salary administration support services. Supervise and perform bookkeeping support services. Render a budget support service. Supervise and maintain human resources/staff. Ensure that payments are processed within 30 days of receipt of invoice. Draw expenditure reports and analyze expenditure trends within the

hospital responsibility. Implement sound financial management controls to ensure that the hospital remains within its cash flow budget. Update Cash Flow monitoring tool and finance reporting tool on a monthly basis. Prepare and submit outstanding payments scheduled monthly. Participate and make inputs in budget meetings. Prepare and submit the monthly payment vouchers to Head Office Voucher control. Clearing and reconciling of suspense account on a monthly basis. Correction of incorrect expenditure. Carry-out all responsibilities delegated by AD: Finance.

ENQUIRIES : Mr V.A. Mavela Tel No: 033- 506 7113
APPLICATIONS : All Applications Should Be Forwarded To: The Chief Executive Officer: Montebello Hospital, P/Bag x506, Dalton, 3236

FOR ATTENTION : Human Resource Manager
NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). 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). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

CLOSING DATE : 23 September 2022

POST 33/247 : **ADMINISTRATION CLERK SUPERVISOR REF NO: MONT 06/2022 (X1 POST)**

SALARY : R261 372 per annum (Level 07)
CENTRE : Montebello Hospital
REQUIREMENTS : Senior Certificate or Equivalent qualification. 3 - 5 years' experience in Patient Administration Services. Recommendations: Advanced computer knowledge. Unendorsed valid Code B driver's license (Code 8). Experience on Patient Administration preferable in a Public Health environment.

DUTIES : Ensure maintenance, storing and retrieving of all manual and electronic medical records within the facility's patient records department in accordance with applicable policies and guidelines designed to facilitate effective and efficient handling of records. Ensure mortuary department within the hospital complies with recommended standards for Mortuary facilities and Departmental policy directives. Ensure effective and efficient Porter messenger services. Design and ensure implementation of records retention and disposal schedules, also give advice on policies and records classification system. Facilitates the development of the structure of health information management system that is easily accessible, organized, protects patients confidentiality and compliant to policy directives and procedures. Effectively manage all resources allocated to the component. Ensure that patients information is maintained, stored and properly managed to enable the efficient retrieval and filing thereof. Ensure the collection and verification of patient related information/statistics and the development of reports in support of accurate and timeous management reporting processes. Ensure Proper Management of MVA Patients files and submission of claims to utilizing relevant MVA hotline Summary sheet. Ensure revenue generation as per fees manual. Manage human resources by ensuring staff supervision, conduct employee's performance reviews, labour relations and compile reports.

ENQUIRIES Mr A. Govender Tel No: 033- 506 7072

APPLICATIONS : All Applications Should Be Forwarded To: The Chief Executive Officer:
Montebello Hospital, P/Bag x506, Dalton, 3236

FOR ATTENTION : Human Resource Manager

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). 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). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

CLOSING DATE : 23 September 2022

POST 33/248 : **HUMAN RESOURCE PRACTITIONER REF NO: NGWE 43/2022**
Department: HR Planning and Development

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 : Standard 10/Grade 12. An appropriate three (3) years National Diploma/Bachelor's Degree in Human Resource Management/Public Administration/ Public Management. 3-5 years' experience in Human Resource Planning & Development. Knowledge, Skills, Attributes and Abilities
Broad knowledge and understanding of HR Management with emphasis on skills development and planning. In depth knowledge of all relevant legislation and white papers in HR Management. Good verbal and written communication skills. Computer literacy, including knowledge of computerized Personnel and Salary Systems (PERSAL). Extensive Knowledge in HRD & Planning. Valid Driver's License. Computer Literacy (MS Word, MS Excel, MS Power-Point, MS Outlook) (Computer Certificate will be an added advantage)

DUTIES : Manage and plan skills development and planning. Coordinate and monitor the implementation of the Human Resource Development Strategies (HRD) and projects in the Hospital: Internship, Bursaries, Workplace integrated learning, Learner ship. Conduct training and manage training needs analysis. Manage the functioning of HRD and planning component in the institution in order to ensure the provisions of high quality services. Develop and maintain a database for HRD training programmes. Compile In-service Training Plan for the entire hospital and monitor implementation. Control and monitor the utilization of budget allocated to HR development/planning. Facilitate the development, implementation, monitoring and reviewing of skills development and leadership programmes. Manage and monitor the implementation of EPMDS for all staff in the institution. Coordinate & Facilitate in the orientation and Induction of employees. Coordinate and Monitor the development Employment Equity Plan & HR Plan. Coordinate and implement grade progression.

ENQUIRIES : Mr. SN Mkhwanazi Tel No: 035 901 7216

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 : 16 September 2022

POST 33/249 : **SECURITY OFFICER SUPERVISOR REF NO: MONT 04/2022 (X1 POST)**

SALARY : R176 310 per annum (Level 05)
CENTRE : Montebello Hospital
REQUIREMENTS : Senior Certificate or Equivalent qualification. Three (3) years security experience. Proof of current registration with PSIRA (Grade B). Valid Code 8 (EB) driver's license.

DUTIES : To execute all security management duties and responsibilities within all applicable legislation. Give guidance and supervision to Security Officers and Guards. Formulate policies and procedures and ensure adherence thereof. Supervise, allocate and organize duties to security personnel. Manage allocated budget and ensure cost effectiveness through efficient monitoring and control. Train and develop security personnel and ensure continuous implementation of EPMDs. Maintain discipline in the security services. Implement security measures in order to protect and safeguard premises, people and equipment. Plan, implement and evaluate emergency reactionary services. Identify and report safety hazards such as defects and breaches. Ensure compliance to Hospital rules, regulations and procedures. Conduct security investigations and write reports. Carry-out all responsibilities delegated by AD: Facilities Management.

ENQUIRIES : Mr A. Govender Tel No: 033- 506 7072
APPLICATIONS : All Applications Should Be Forwarded To: The Chief Executive Officer: Montebello Hospital, P/Bag x506, Dalton, 3236
Human Resource Manager

FOR ATTENTION :
NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). 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). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

- CLOSING DATE** : 23 September 2022
- POST 33/250** : **MEDICAL SPECIALIST NEPHROLOGY/TRANSPLANT SURGERY 20 SESSIONS REF NO: MEDSPEC NEPHROLOGY/TRANSPLANT SURGERY SESSION/1/2022 (X1 POST)**
Department: Nephrology/ Transplant Surgery
- SALARY** : Grade 1: R532.00
Grade 2: R608.00
Grade 3: R706.00
Medical Specialist Grade 1/2/3 No of Sessions per Week: 20 sessions (Each Session is equivalent to 1 hour)
Nature of Appointment: Sessional – Not exceeding 12 months; subject to annual review Hourly Rate Per Session
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
Experience: Medical Specialist **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. Medical Specialist **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 Surgery. Medical Specialist 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 Surgery Tertiary Qualification equivalent to MBCHB registered with the HPCSA. Senior Certificate (Matric). Current Registration with the Health Professions Council of South Africa as a Medical Specialist in Surgery. 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. Recommendation: 5 Years' experience in an accredited transplant unit with at least 3 years being as a registered specialist Management experience will be an added advantage. Knowledge, Skills, Training and Competence Required: An in-depth knowledge of the functioning of the Transplant Unit. The applicant will be expected to manage donor and recipient surgery as well as oversee the surgical access for dialysis patients on the transplant programme. Ability to perform appropriate specialised procedures, particularly kidney transplants and access surgery. Proven academic capabilities and training experience. Sound knowledge of management and human resources. Sound knowledge of current health and Public Service legislation and policy. Good communication and supervisory skills. Ability to work within a team. Stress tolerance. Self-confidence. Capacity to build and maintain relationships. Good communication skills. Leadership and decision making skills.
- DUTIES** : Management of Renal transplant programme for the province. Provide access to surgical services to patients on the transplant programme. Conducting of clinics, operating theatre lists and consultations with other disciplines. Drawing up of protocols for patient perioperative patient management. Supervision of participation in post and undergraduate. Participation in the academic programs of the department of General Surgery as well as the transplant unit. Conducting and supervising relevant research. Performing regular audits of the departmental activities. Liaising with the hospital management and other agencies to ensure the efficient provision of clinical services at IALCH.

ENQUIRIES
APPLICATIONS

Providing consultative/support services to peripheral institutions as part of the department's outreach program.

: Prof A. Assounga Tel No: 031 2401325

: 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

: 16 September 2022