

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF COMMUNITY SAFETY AND LIAISON**

- APPLICATIONS** : Applications may be forwarded by post to: Head: Community Safety and Liaison, Human Resource Management, Private Bag, X 9143, Pietermaritzburg, 3200, or hand delivered to 179 Jabu Ndlovu Street, Pietermaritzburg.
- FOR ATTENTION** : Ms. S.S Ngcobo
- CLOSING DATE** : 07 October 2022
- NOTE** : Applicants are not required to submit certified copies of their educational qualifications with their applications, but must submit a duly completed Z83 application for employment form and a detailed CV only. Applicants must utilise the most recent Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. Applicants with disabilities are also encouraged to apply. In terms of the Protection of Personal Information Act, 2013, all candidates applying for advertised posts are required to complete the attached "Notice and Declaration by applicants for employment" – (Annexure F). This form must be attached as part of your application for employment. Failure to comply will result in your application being disqualified. This form is also obtainable as follows: <http://www.kzncomsafety.gov.za/Portals/0/Documents/circulars/2020/Annexure%20F%20-%20Notice%20iro%20Advertised%20Posts.pdf> Persons with disabilities are also encouraged to apply.

MANAGEMENT ECHELON

- POST 36/335** : **CHIEF DIRECTOR: CORPORATE MANAGEMENT REF NO: CSL30/2022**
- SALARY** : R1 269 951 per annum, (an all-inclusive remuneration package) is payable to the successful candidate. The package includes a basic salary (70 % of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules. The successful candidate will be subject to security clearance and the signing of a performance agreement within three months of appointment.
- CENTRE REQUIREMENTS** : Pietermaritzburg
- : An undergraduate qualification (NQF level 7) in Public Administration or relevant equivalent qualification recognized by SAQA, coupled with minimum five years of experience at senior managerial level in a corporate management environment. Successful completion of the Pre-entry Certificate for SMS as endorsed by the National School of Government (NSG). Valid driver's license and applicants must be prepared to work extended hours. Knowledge of the Constitution of RSA, 1996, Knowledge of public service Act and regulations, PFMA, South African Police Act,1995, HR systems including "Persal", National Crime Prevention Strategy, 1996, KZN Commissions Act,1999, Domestic Violence Act,1998, Child Care Act,1983, Criminal Procedure Act,1977, Employment Equity Act,1998, Skills Development Act,1998, Promotion of Administrative Justice Act,2000, Promotions of Access to Information Act,2000, Electronic Communications & Transactions Act, 2002, State Information Technology Agency Act,1999, National Youth Development Agency Act, 2008, Civilian Secretariat for Police Service Act,2011, Fleet management, Labour Relations Act,1995, Communication and protocol. Communication skills (verbal and written), Project management skills in criminal justice, Report writing skills, Strategy management and policy formulation.
- DUTIES** : To manage and monitor the provisions of corporate management services. Provide strategic direction for legal, integrated planning, monitoring and evaluation, financial management, corporate services and intergovernmental relations and special projects. Oversee the management and the provisioning of legal services. Oversee the management of integrated planning, monitoring and evaluations. Manage and facilitate the provision of financial management. Manage the provisioning of corporate services. Oversee the management of intergovernmental relations and special projects. Ensure effective management resources for the Chief-Directorate.
- ENQUIRIES** : Mr. R.L Goniwe Tel No: 033 – 3419300

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.)

ERRATUM: Kindly note that the post of Deputy Director: Human Resource Management (Level 11) with Ref No: ETH 0308/2022 (**For Ethekwini District Office**) which was published in the Public Service Vacancy Circular 35 dated 16 September 2022 with the closing date 30 September 2022, Please note the correct requirements are amended as follows: Senior Certificate STD 10/Grade 12 Plus Diploma or Degree in Human Resource Management, Minimum of Five (5) years' experience in Human Resource Management of which three (3) years must public sector experience as Assistant Director Human Resource Management. Valid Driver's license. Due to these new amendments, closing date for these posts will be extended to 07 October 2022. We apologies for the inconvenience caused.

OTHER POSTS

- POST 36/336** : **MEDICAL SPECIALIST: SPECIALISED SURGERY REF NO: MEDSPEC SURG/1/2022 (X1 POST)**
Department: Specialised Surgery Services
- SALARY** : Grade 1: R1 222 630 per annum, all inclusive salary package, (excluding commuted overtime)
Grade 2: R1 283 592 per annum, all inclusive salary package, (excluding commuted overtime)
Grade 3: R1 489 665 per annum, all inclusive salary package, (excluding commuted overtime)
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital (IALCH)
: Matric. MBChB degree. Appropriate qualification. Registration with the HPCSA as a Medical Specialist: Specialist Surgeon. Current registration with the Health Professions Council of South Africa as Medical Specialist: Specialist Surgeon. Recommendation: Preferably 2 years' experience with an interest in Breast and Endocrine surgery. Willingness to train registrars in the discipline of Breast and Endocrine surgery. Willingness to function in a multidisciplinary environment which includes Plastic Surgery, Oncology, Endocrinology and Anaesthesia. Experience: **Grade 1:** The appointment to Grade I requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Medical Specialist Specialised Surgeon. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. **Grade 2:** Five Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist – Specialised Surgeon. **Grade 3:** Ten Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist –Specialised Surgeon Knowledge, Skills, Training and Competencies Required: Partake in the creation and maintenance of research data bases. Have interest in academic advancement of the Breast and Endocrine unit by attending conferences and workshops locally and internationally. Function within a department which includes Colorectal and Upper gastrointestinal units. Sound knowledge of and experience in General Surgery. Ability to teach and supervise junior staff Good communication, decision-making and clinical skills. Research principles.
- DUTIES** : Control and management of clinical services as delegated. Maintain satisfactory clinical, professional and ethical standards related to these services. Maintain necessary discipline over staff under his/her control. Attend to administrative matters as pertain to the unit. Conduct, assist and stimulate research. Train undergraduate and postgraduate medical students and allied health personnel and participate in formal teaching as required by the department. Promote community-orientated services. Conduct outpatient clinics and provide expert opinion where required. Be part of a multi-disciplinary team when deemed necessary. Commuted Overtime.
- ENQUIRIES APPLICATIONS** : Dr F Anderson Tel No: 031 240 2367
: 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

NOTE

the Management Building at IALCH or posted to Inkosi Albert Luthuli Central Hospital, Private Bag X03, Mayville, 4058.

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

CLOSING DATE

07 October 2022

POST 36/337

MEDICAL SPECIALIST – PAEDIATRIC GASTROENTEROLOGY REF NO: MEDSPEC PAEDS GASTRO/1/2022 (X1 POST)

Department: Paediatric Medical Department (Gastroenterology)

SALARY

Grade 1: R1 222 630 per annum, all inclusive salary package, (excluding commuted overtime)

Grade 2: R1 283 592 per annum, all inclusive salary package, (excluding commuted overtime)

Grade 3: R1 489 665 per annum, all inclusive salary package, (excluding commuted overtime)

CENTRE REQUIREMENTS

Inkosi Albert Luthuli Central Hospital

MBCHB; Current registration as a Specialist in Paediatrics with the Health Professions Council of South Africa. Recommendation: Registration in the subspecialty of Paediatric Gastroenterology. Experience: **Grade 1** No Experience required. **Grade 2:** 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Paediatrics). **Grade 3:** 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Paediatrics). Knowledge, Skills, Training and Competencies required: Broad knowledge of working in general Paediatrics and Ethics. Good communication and supervisory skills. Appropriate specialist assessment, diagnosis and management of patients. Familiarity with procedures and management protocols within the subspecialty of Paediatric Gastroenterology. Working with multi-disciplinary teams. Supervision and teaching of Undergraduates and Post-graduates. Behavioral attributes: Stress tolerance. Ability to work within a team. Self-confidence. Capacity to build and maintain relationships.

DUTIES

The core function of this post is the development of Paediatric Gastroenterology services. This includes the outpatient consultation and management of inpatient services at IALCH for the subspecialty. The duties will include training of registrars, undergraduate and postgraduate students. The incumbent has to maintain satisfactory clinical, professional and ethical standards related to all services provided. The incumbent is expected to work towards getting the unit accredited and training of a pediatrician as a sub specialist in paediatric gastroenterology. The incumbent will utilize the expertise available at IALCH (Paediatric surgery, Adult Gastro-enterology and other Paediatric subspecialties). To further these goals He/she will also establish links with experts in Cape Town and Johannesburg. Duties also include participating in the Outreach Programme and appropriate research. The incumbent will assist with Paediatric services as determined by the Clinical

- HOD Paediatric Medicine at IALCH. The incumbent is expected to perform after hour's calls and relief duties.
- ENQUIRIES** : Prof Jeena Tel No: 031 240 2046
- 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 Inkosi Albert Luthuli Central Hospital, 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 and a detailed Curriculum Vitae only. 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 to be submitted only when shortlisted. 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. It is the applicant's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 07 October 2022
- POST 36/338** : **CHIEF EXECUTIVE OFFICER REF NO: G70/2022**
Cluster: District Health Services
Job Purpose: To plan, direct co-ordinate and manage the efficient and delivery of clinical and administrative support services through working with the key executive management team at the hospital within the legal and regulatory framework, to represent the hospital authoritatively at provincial and public forums, to provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes.
- SALARY** : R882 042 per annum, (an all inclusive salary package)
- CENTRE** : Umzimkhulu Psychiatric Hospital
- REQUIREMENTS** : A degree/advanced diploma in a health-related field, registration with relevant professional council; Plus A degree/diploma in health management OR a degree/advanced diploma in a management field. Plus At least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver's license (Code 08) NB: All shortlisted candidates are required to submit proof of work experience endorsed and stamped by employer/s Human Resource prior or on the interview date. Recommendations: Knowledge, Skills, Training and Competencies Required: The incumbent of this post will report to the District Manager, and will responsible to manage the provision of district level one health service. The ideal candidates must: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PMFA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, programme and project management, financial management change management people management and empowerment. Progress Competencies: Service delivery innovation, knowledge management, problem solving and analysis, communication, client orientation and customer focus.
- DUTIES** : Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans. Financial Management: Maximise revenue through collection of all income due to the Hospital, ensure that adequate policies, systems and procedure are in place to enable prudent management of financial resources, planning of

financial resource mobilisation, monitoring and evaluation, asset and risk management. Facility Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to ensure planning and timeous maintenance of facilities and equipment. Human Resource Management: Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources, promote a safe and healthy working environment through compliance with relevant legislation including occupation health and safety committees. Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a cost-effective timely manner. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital. Responsible for corporate governance inclusive of infrastructure planning and maintenance as well as occupational health and safety, manage the institution's risk to ensure optimal achievement of health outcomes.

- ENQUIRIES** : Mrs RT Dube Tel No: 033- 940 2499
- APPLICATIONS** : The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 or Hand Deliver to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower
- FOR ATTENTION** : Miss Ns Buthelez Tel No: 033 395 2896
- 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** : 07 October 2022
- POST 36/339** : **MEDICAL OFFICER REF NO: DPKISMH 44/2022 (X9 POSTS)**
Component: Emergency
- SALARY** : Grade 1: R833 523 – R897 939 per annum, all-inclusive salary package
Grade 2: R953 049 - R1 042 092 per annum, all-inclusive salary package
Grade 3: R1 106 037 – R1 382 802 per annum, all-inclusive salary package
- CENTRE** : Dr Pixley Kalsaka Seme Memorial Hospital
- REQUIREMENTS** : **Grade1:** A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner **Grade 2:** A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner **Grade 3:** A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner. Other Benefits: Compulsory Commuted Overtime & Medical Aid (Optional) Senior Certificate. An appropriate tertiary

qualification (MBCHB) Plus. Certificate of Registration certificate with HPCSA as a Medical Practitioner with Independent Medical Practitioner. Current registration with HPCSA as a Medical Practitioner (2022 receipt). Certificate of Service endorsed by Human Resource Department. Valid driver's licence. Knowledge, Skills and Experience Required: Sound knowledge and skills in Emergency Medicine including advanced adult and Paediatric resuscitative intervention. Sound clinical knowledge in general medicine including management of acute and chronic medical conditions. Good interpersonal and supervisory skills. Ability to work in a challenging environment. Sound assessment, diagnostic and management skills. Knowledge and skills in emergency care. ACLS, PALS, ATLS or Diploma in Primary Emergency Care PLUS Level One EMSSA accredited Ultrasound Qualification is recommended. Provision of quality patient centered medical care to all patients in the emergency unit (ED). Maintain accurate Medical records in accordance with legal and ethical guidelines. Ability to assist the senior medical staff in the smooth running of the department. To provide training for nurses, junior staff, interns and medical students. NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution. All – inclusive salary package consists of 70%basic salary and 30% flexible portion that may be structured in terms of the applicable rules. The following learning opportunities are available in the ED supervision by an emergency physician with daily ward rounds and “on the floor teaching” in ED. Emergency ultrasound training. Approach to Medical, Surgical and Gynaecological Emergencies. Management of Acute Psychiatric patients. Advanced airway management and ventilation techniques. Evidence based protocol driven management. Opportunity to conduct research in the unit. Preparation for the Diploma in Emergency Care (Dip PEC). Preparation to enter the Fellowship in Emergency Medicine.

DUTIES

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ENQUIRIES

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APPLICATIONS

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**FOR ATTENTION
NOTE**

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Dr S Pillay (Head of Department Tel No: 031 530 1434. Email: Seelan.pillay@kznhealth.gov.za

All applications should be emailed to: Pixley.Recruitment@kznhealth.gov.za OR Hand delivered to 310 Bhejane Street (Hospital Gate number 3) Kwamashu OR Couriered to 310 Bhejane Street (Hospital Gate Number 3) Kwamashu

Mrs GC Buthelezi: Deputy Director HRM

The following documents must be submitted, Application for employment form (Z83 New Version) which is obtainable at any Government Department or form 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. Applicants 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) only. Only Shortlisted candidates will be advised to bring certified copies on the date of the interview. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 24/2020. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. Please note that due to financial constraints this institution will not reimburse candidates for S & T claims attending interviews. (NB) Due to the closure of the post Office in Kwamashu, posted applications are currently not allowed.

CLOSING DATE

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07 October 2022

POST 36/340

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MEDICAL OFFICER REF NO: DPKISMH 45/2022 (X2 POSTS)
Component: Critical Care

SALARY

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Grade 1: R833 523 – R897 939 per annum, all-inclusive salary package
Grade 2: R953 049 - R1 042 092 per annum, all-inclusive salary package

Grade 3: R1 106 037 – R1 382 802 per annum, all-inclusive salary package
Other Benefits: Compulsory Commuted Overtime & Medical Aid (Optional)
NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution. All – inclusive salary package consists of 70%basic salary and 30% flexible portion that may be structured in terms of the applicable rules.

CENTRE REQUIREMENTS

: Dr Pixley Kalsaka Seme Memorial Hospital
: Senior Certificate. An appropriate tertiary qualification (MBCHB) Plus. Certificate of Registration certificate with HPCSA as a Medical Practitioner with Independent Medical Practitioner. Current registration with HPCSA as a Medical Practitioner (2022 receipt). Certificate of Service endorsed by Human Resource Department. Valid driver's licence. Knowledge, Skills and Experience Required: Sound knowledge and skills in Emergency Medicine especially in Trauma, Internal medicine HIV/TB related conditions. Sound clinical knowledge in General Medicine including Management of acute and chronic medical condition. Good interpersonal and supervisory skills. Ability to work in a challenging environment. Sound assessment, diagnostic and management skills. Knowledge and skills in Emergency care. ACLS, PALS, ATLS or Diploma in Primary Emergency Care Plus level One EMSSA accredited Ultrasound Qualification is recommended. **Grade 1:** A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner **Grade 2:** A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner **Grade 3:** A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner.

DUTIES

: Provision of quality patient centered medical care to all patients in the Emergency Department (ED). Maintain accurate Medical records in accordance with legal and ethical guidelines. Ability to assist the Senior Medical Staff in the smooth running of the department. To provide training for nurses, junior staff, interns and medical students.

ENQUIRIES APPLICATIONS

: Dr T Kisten: HCU Critical Care Tel No: 031 530 1400
: All applications should be emailed to: Pixley.Recruitment@kznhealth.gov.za or Hand delivered to 310 Bhejane Street (Hospital Gate number 3) Kwamashu or Couriered to 310 Bhejane Street (Hospital Gate Number 3) Kwamashu

FOR ATTENTION NOTE

: Mrs GC Buthelezi: Deputy Director HRM
: The following documents must be submitted, Application for employment form (Z83 New Version) which is obtainable at any Government Department or form 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. Applicants for employment are not required to submit copies of qualification s and other relevant documents on application but must submit the Z83 form and detailed curriculum vitae (CV) only. Only Shortlisted candidates will be advised to bring certified copies on the date of the interview. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 24/2020 .NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s).This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.Please note that due to financial constraints this institution will not reimburse candidates for S & T claims attending interviews. (NB) Due to the closure of the post Office in Kwamashu, posted applications are currently not allowed.

CLOSING DATE

: 07 October 2022

POST 36/341 : **MEDICAL OFFICER REF NO: DPKISMH 46/2022 (X2 POSTS)**
Component: Orthopaedics

SALARY : Grade 1: R833 523 – R897 939 per annum, (all-inclusive salary package)
Grade 2: R953 049 - R1 042 092 per annum, (all-inclusive salary package.)
Grade 3: R1 106 037 – R1 382 802 per annum, (all-inclusive salary package)
Other Benefits: Compulsory Commuted Overtime & Medical Aid (Optional)
NB. Performance of Commuted Overtime is compulsory and will be worked in the discipline based on the needs of the institution. All – inclusive salary package consists of 70%basic salary and 30% flexible portion that may be structured in terms of the applicable rules.

CENTRE REQUIREMENTS : Dr Pixley Kalsaka Seme Memorial Hospital
: Senior Certificate. An appropriate tertiary qualification (MBCHB) Plus. Certificate of Registration certificate with HPCSA as a Medical Practitioner with Independent Medical Practitioner. Current registration with HPCSA as a Medical Practitioner (2022 receipt). Certificate of Service endorsed by Human Resource Department. Valid driver's licence. Recommendations: Candidate must be able to operate independently on patients with simple orthopaedic trauma and uncomplicated elective orthopaedic patients requiring surgical treatment. Preference will be given to candidates with six months previous orthopaedic experience. Preference will be given to candidates who wish to specialise in orthopaedics in future. Preference will be given to candidates who have successfully completed the primary, diploma and/or intermediated exams of the College of Medicine in Orthopaedics of South Africa. (NB) Registrars who have completed/exited the registrar training and registrars who have completed their Final Orthopaedic Fellowship Exams and are still busy with their M Med are also encouraged to Apply. Knowledge, Skills, Competencies Required: Sound general medical knowledge. Basic knowledge regarding Orthopaedic procedures. Interest in Orthopaedic Surgery. Basic knowledge of resuscitation of poly trauma patients. **Grade 1:** A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner **Grade 2:** A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Five (5) years post registration experience as a Medical Practitioner **Grade 3:** A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa, Ten (10) years post registration experience as a Medical Practitioner.

DUTIES : Provide Orthopaedic care to patients with orthopaedic conditions. Provide general care of pre op and post op patients in the wards. Provide orthopaedic services to trauma unit and elective orthopaedic services. Conduct outpatient clinics in the hospital. Be responsible for basic operations e.g. Bone and soft tissue trauma. Assist senior doctors in theatre with orthopaedic surgery. Assisting in the orthopaedic out patients including outreach services. Prepare and attend Mortality and Morbidity meetings as required. Conduct research in the field of orthopaedics. To provide training for nurses, junior staff, interns and medical students. Be responsible for all letters and assist patients with SASSA forms and medico-legal issues and forms. Attend to all admission cases and compile discharge summaries. Be available after hours to provide relevant emergency cover as required. Perform compulsory overtime duties in the Orthopaedic department. Conduct patient management in the wards including both High Care and Intensive Care Unit and ensuring set standards are maintained. Willing to learn Orthopaedic procedures like MUA, debridement's.

ENQUIRIES : Dr PG Mthethwa: HCU Orthopaedics Tel No: 031 530 1426

APPLICATIONS : All Applications Should Be Emailed To: Pixley.Recruitment@kznhealth.gov.za
Or Hand delivered to 310 Bhejane Street (Hospital Gate number 3) Kwamashu
Or Couriered to 310 Bhejane Street (Hospital Gate Number 3) Kwamashu

FOR ATTENTION : Mrs GC Buthelezi: Deputy Director HRM

NOTE : The following documents must be submitted, Application for employment form (Z83 New Version) which is obtainable at any Government Department or form 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. Applicants for employment are not required to submit copies of qualification s and other relevant documents on application but must submit the Z83 form and detailed curriculum vitae (CV) only. Only Shortlisted candidates will be advised to bring certified copies on the date of the interview. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 24/2020 .NB: Failure to comply with

the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post. Please note that due to financial constraints this institution will not reimburse candidates for S & T claims attending interviews. (NB) Due to the closure of the post Office in Kwamashu, posted applications are currently not allowed.

- CLOSING DATE** : 07 October 2022
- POST 36/342** : **MEDICAL OFFICER REF NO: MONUCLEARMED/03/2022 (X1 POST)**
Department: Nuclear Medicine
- 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** : IALCH
: MBCHB Certificate. Registration Certificate with the HPCSA as a Medical Practitioner. Current renewed registration with HPCSA. Recommendations: Experience in radiation/imaging medicine. Expectation of entering the Nuclear Medicine registrar programme. 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. Knowledge Skills And Experience Required: Good interpersonal skills. Sound moral values based on integrity, trust and judgment. Sound communication skills. Demonstrable interest in medical imaging and radiation sciences with intention to join specialisation programme in Nuclear Medicine specifically.
- DUTIES** : Inclusive of, but not limited to, the following: Clinical cover of patients within the department. Thyroid / oncology clinic cover, a service which includes both oncology and endocrine patients referred from locally and referral base hospitals. Evaluation and screening of referrals to PET/CT and general Nuclear Medicine. Pre-evaluation of approved referrals to ensure proper scan protocols are followed. Patient preparation. Clinical management of patients which includes overall management while in the ward. The successful applicant will be required to perform after hours duties.
- ENQUIRIES APPLICATIONS** : Dr Bawinile Hadebe Tel No: 031 240 1880
: 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 Inkosi Albert Luthuli Central Hospital, 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 and a detailed Curriculum Vitae only. 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 to be submitted only when shortlisted. 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. It is the applicant's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 07 October 2022
- POST 36/343** : **MEDICAL OFFICER: GRADE 1, 2, 3 REF NO: GS 59/22 (X2 POSTS)**
Component: Neurology- Department of Internal Medicine
- SALARY** : Grade 1: R833 523 per annum
Grade 2: R953 049 per annum
Grade 3: R1 106 037 per annum
All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form annually.
- CENTRE REQUIREMENTS** : Greys Hospital, Pietermaritzburg
: Senior Certificate (Grade 12) or equivalent MBCHB Degree or equivalent qualification PLUS Current Registration with the Health Professions Council of South Africa as a Medical Practitioner Community Service Officers may apply if eligible for HPCSA registration as an Independent Medical Practitioner within 1 months of the closing date of this advertisement Shortlisted Candidates will be required to produce all relevant Qualifications and Registration Certificates as well as submit Proof of work experience endorsed by Human Resource Component/Department. Please Note: It is the applicant's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation (only when shortlisted). Failure to comply will result in the application not being considered. **Grade 1:** Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Experience: 10 years' experience after registration with the HPCSA as a Medical Practitioner. Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa Recommendation: 6 months experience in an Internal Medicine or Critical Care Department Post-graduate qualifications in Neurology (FCN)(SA) Part 1 Post-graduate qualifications in Diploma in Internal Medicine; Diploma in HIV Medicine Experience working a Neurology Unit or an Internal Medicine Unit or Critical Care Unit in an academic centre Research experience as documented in publications. Knowledge, Skills and Experience: Sound clinical and patient management skills; human resource management; information management; quality assurance programs Current health and public service legislation, regulations and policy, and medical ethics.
- DUTIES** : Medical care of Neurology patients: Level of care required – medical care appropriate to Grey's Hospital Neurology Service, (Tertiary) Diagnosing and

treating medical & neurological emergencies; Managing neurology inpatients and outpatients Consulting on referrals from other Departments and communicating with other departments and institutions; Inter-unit rotations at facilities included in the KZN Neurology Academic Complex i.e. IALCH Hospital Outreach services to facilities in Area 2 may be required either regularly or from time to time. Overtime requirements – commuted overtime within the Department of Neurology is mandatory, as required by operational demands within the Neurology after hour's service. Commuted Overtime within the Department of Internal Medicine, Greys Hospital may be required, as required by operational demands. Administration and management: Supervise junior medical staff, including in clinical work, attendance, time management, conflict management etc. Service logistics – assist in administrative aspects of running the Department e.g. roster and rotation planning, clinical and operational protocol development; Quality improvement – assist and participate in quality improvement, including audits, patient safety incident reporting and morbidity and mortality reviews Medico-legal matters – assist with medico-legal tasks such as medical reports for insurance claims Academic programme: Training - provide in-service training to staff or be a recipient of in-service training, as appropriate for a medical officer and to meet the needs of the service; Teaching – participate in and support departmental training programmes (undergraduate, postgraduate and in-service). This includes teaching, examinations, administration, departmental talks etc. as required by the programmes Academic activities – active participation in academic activities such as journal clubs, academic presentations and seminars etc. Research – participate in departmental research. Initiation and performance of research is required.

- ENQUIRIES** : Dr A. Naidoo Tel No: 033 – 897 3000
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, African Female or Coloured Male
- CLOSING DATE** : 07 October 2022
- POST 36/344** : **PHARMACIST (GRADE 1, 2 OR 3) REF NO: GS 61/22 (X1 POST)**
Component: Pharmacy Department
- SALARY** : Grade 1: R703 773 per annum
Grade 2: R762 291 per annum
Grade 3: R833 523 per annum
All inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.
- CENTRE** : Greys Hospital, Pietermaritzburg
- REQUIREMENTS** : **Grade 1:** Experience: Not Applicable. **Grade 2:** Experience: 5 years' experience after registration with SAPC as a Pharmacist. **Grade 3:** Experience: 13 years' experience after registration with SAPC as a Pharmacist. A Bachelor of Pharmacy Degree / Diploma Registration with the South African Pharmacy Council as a Pharmacist Current registration / proof of payment of current annual fees with the South African Pharmacy Council The Employment Equity Target for this post is: African Male, African Female or Coloured Male Please Note: It is the applicant's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation (only when shortlisted). Failure to comply will result in the application not being considered. Knowledge, Skills and Experience: Possess sound knowledge of the legislative and policy framework in the Public Sector, Pharmacy and relevant acts, regulations, District Health System, Essential Drug Programme, National Core Standards and the National Drug Policy. Knowledge of the operations of an Outpatient, Inpatient, Cytotoxic and Pharmacy Store service. Effective communication, interpersonal, supervisory, leadership and organizational skills. Knowledge of the principles of drug therapy and the functions and operations of a Drug and Therapeutics and Antimicrobial Stewardship Committee. Knowledge and understanding of Antiretroviral therapy and cytotoxic reconstitution. Ability to prioritize tasks and comply with timeframes. Ability to supervise and co-ordinate productivity. Computer literacy.

- DUTIES** : Provide a comprehensive pharmaceutical service to patients, wards and departments according to Good Pharmacy Practice and the scope of practice of a Pharmacist. Deputize for the Assistant Manager and other Pharmacists, as required. Develop and review departmental policies, procedures and guidelines. Liaise with other health professionals with regard to drug information, rational medicine use and Standard Treatment Guidelines. Supervise and train staff in accordance with departmental policies and procedures. Ensure compliance with Good Pharmacy Practice, Norms and Standards, policies and procedures. Co-ordination / participation in the activities of the Pharmacy and Therapeutics Committee, Antimicrobial Stewardship Committee, Risk Management, Waste Management, Occupational Health and Safety, Infection Prevention and Control. Participate / co-ordinate Pharmacy Week, Quality Day, Career Day. Clinical ward rounds and ward checks. Stock Management and security of pharmaceuticals. Employee performance management and Human Resource Management. Cytotoxic and sterile reconstitution / admixing, bulk compounding / manufacturing. Participation in Continuing Professional Development, attend / conduct in-service training. Collection and recording of statistics and information. Compilation of reports, presentations, minutes, spreadsheets, audit reports. Identify and document risks (Risk Management) and develop mitigation strategies. Participate in / co-ordinate Quality Improvement Programmes, medicine utilisation reviews, prescription audit, audits and surveys. Perform overtime and standby duty.
- ENQUIRIES** : Mr V.Deonundhan Tel No: 033-8973125
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only.
- CLOSING DATE** : 07 October 2022
- POST 36/345** : **CLINICAL PROGRAMME MANAGER- QUALITY ASSURANCE REF NO: MAN06/2022 (X1 POST)**
- SALARY** : R450 939 - R507 531 per annum. Other Benefits: 13th Cheque, medical aid (optional), 12% ISRDS/Rural Allowance, Home owner allowance (employee must meet prescribed requirement)
- CENTRE** : Manguzi Hospital
- REQUIREMENTS** : Senior Certificate (Grade 12) Diploma /Degree in General nursing and Midwifery or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse.A minimum of 7 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing Current registration with SANC (2022) receipt At least 3 years of the period mentioned above must be experience at management/ program level Valid driver's licence Proof of current and previous work experience endorsed by Human resource Department (Certificate of Service) will be required when shortlisted Recommendations Computer literacy (MS word, Power point, Excel) Observable 3 years' experience in Quality Assurance, National Core Standard Accreditation Knowledge, Skills, Training And Competencies Required Knowledge of the legislative, current public service and health related legislations and Quality Assurance Framework Practical experience in Quality Assurance Accreditation Knowledge of total Quality Management Knowledge of National and Provincial programmes and guidelines Knowledge of National Core Standard, Ideal Clinic Realization Framework Promote quality of care as directed by the professional scope of practices and standards as determined by the health facility Knowledge of Risk Management, Clinical and non-clinical safety incidents Have excellent verbal communication, report writing and presentation skills Proficient in the application of computer software package (MS word, Power point, Excel).
- DUTIES** : Coordination of optimal, improvement programs for the institution Facilitate clinical governance, quality improvement committee meetings, and participate in institution and District Quality Assurance meetings Conduct quality audits for improvement purpose Ability to implement organizational transformation and change interventions Coordinate and facilitate health promoting hospital quality improvement projects and quality improvement projects and quality days

Facilitate education and training of National Core Standard, norms and standards, ideal hospital maintain and realization framework (IHRMF) Coordinate, consolidate and report all quality assurance indicators and quality improvement plan. Coordinate and conduct quality improvement surveys Coordinate; provide ongoing feedback to management and quality teams on National Core Standards and Quality patient care in order to ensure that the accreditation process remains on track. Ensure that all institutional standards operating procedures are reviewed and implemented accordingly Maintain records and provide report back to all stakeholders.

- ENQUIRIES** : Mr. M.K Khanyile Tel No: 035-5920150
- APPLICATIONS** : Applications should be forwarded to: Mr. N.T Ngubane Assistant Director: HRM Manguzi District Hospital, Private Bag X 301 KwaNgwanase 3973
- NOTE** : Directions to candidates: The following documents must be submitted:- Application must be accompanied by new Z83 form, obtainable from any Public Service Department, (or obtainable at www.kznhealth.gov.za) and a recent updated Comprehensive Curriculum Vitae only (previous experience must be comprehensively detailed i.e. positions held and dates). All Non- RSA Citizens must submit a certified copy of proof of permanent residence in SA if shortlisted, in the case of foreign qualification: it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) or other regulating bodies to their applications if shortlisted. Only shortlisted candidates will be required to submit certified documents on or before the day of the interviews following communication from the department failure to submit the requested document/ information will result in your application not be considered. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.
- CLOSING DATE** : 14 October 2022
- POST 36/346** : **OPERATIONAL MANAGER NURSING (GENERAL) REF NO: VRH 10/2022**
- SALARY** : R450 939 per annum. Other Benefits: 12% Rural Allowance, 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet prescribed requirements)
- CENTRE** : Vryheid District Hospital
- REQUIREMENTS** : Diploma/B degree in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwifery. Registration certificates with the SANC as Professional Nurse and Midwifery. Minimum of 7 years appropriate / recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with the SANC. Proof of current/previous work experience endorsed and stamped by the employer(s) must be attached. Recommendation: Registration certificate with SANC in Nursing Administration. Proof of computer literacy. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures. Knowledge of SANC rules and regulations and other relevant legal framework. Knowledge of Quality Assurance programme. Ability to formulate unit policies. Human resource management and basic financial management skills. Leadership, supervisory and report writing skills. Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills. Good interpersonal relations.
- DUTIES** : Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Ensure implementation of Department policies. Ensure monitoring and evaluation of care and management of all patients and the maintenance of accurate and complete patient records. Participate in the analysis, formulation and implementation of the nursing policies and procedures. Supervise the implementation of health care delivery policies, clinical guidelines, protocols, Operational and Strategic

plans aimed at improving service delivery. Ensure implementation of National Core Standards, evaluate and monitor progress. Promote implementation of Batho Pele Principles, Patient's Rights Charter and acceptable professional ethical standards within the applicable legal framework. Evaluate patient care programs from time to time and make proposals for improvement that is supported by a strong work ethic. Ensure efficient data flow and information management. Ensure reporting and management of Patient Safety Incidents. Ensure effective implementation of infection Prevention and Control practices by all staff including support services and cleaning staff. Exercise control over discipline, grievance and labour issues in the Hospital during night duty. Monitor the implementation of EPMS for all staff. Formulate in-service training programmes and participates in the training and development of staff. Manage and monitor proper utilization of Human, Financial and Physical resources. Maintain constructive working relationship with the nursing and multidisciplinary team. Fulfil the oversight role of the institution in the absence of executive management. Treat complex health conditions presented at health care facilities. Collaborate with other members of the health care teams to identify actual and potential areas for nursing and health research in order to improve or maintain quality care.

**ENQUIRIES
APPLICATIONS**

: Mrs Khumalo NJ Tel No: 034 9822111 Ext 5916/11
 : All applications should be posted to: The Human Resource Management, Vryheid District Hospital, Private Bag x 9371, Vryheid, 3100

**FOR ATTENTION
NOTE**

: Mr SP Nene
 : 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. NOTE: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be completed in full and accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. African Males are encouraged to apply due to employment equity target. Please note that due to financial constraint no resettlement fees will be considered for payment to the candidates who are offered the positions. The Employment Equity Target is an African Male.

CLOSING DATE

: 07 October 2022

POST 36/347

: **CHIEF ARTISAN REF NO: MURCH 07/2022**
 Component: Maintenance

SALARY

: Grade 1: R392 283 per annum. Other Benefits: 13th cheque, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

**CENTRE
REQUIREMENTS**

: Murchison District Hospital
 : Grade 10 / Standard 8 certificate or equivalent Appropriate trade test in certificate in any of the trades (electrical, Building, Plumbing or Mechanical) in terms of section 13(2)(h) of the Manpower Act of 1981 as amended Plus 10 years appropriate/ recognizable experience as an Artisan / Artisan Foreman after obtaining the relevant trade test Certificate (Proof to be attached) Valid code 08 drivers licence Knowledge, Skills And Competencies Knowledge of Occupational Health and Safety Act Technical analysis knowledge and

<u>DUTIES</u>	: Computer aided technical applications Report writing and production process knowledge and skills Decision making, team work, creativity, Self-Management and analytical skills Customer focus and responsiveness, Problem solving, communication, planning and organizing and computer skills Knowledge of Legal Compliance Production process knowledge and skills.
<u>ENQUIRIES APPLICATIONS</u>	: Manage technical services and support in conjunction with Technicians / Artisans and associates in the field, workshop and technical office activities : Ensure the promotion of safety in line with statutory and regulatory requirements : Ensure quality assurance in line with specifications : Manage administrative and related functions : Control and Monitor expenditure according to the budget to ensure efficient cash flow management : Manage the development, motivation and utilization of human resources for the discipline to ensure a competent knowledge base for the continued success of technical services according to organizational needs and requirements. Ensure continuous individual development to keep up with new technologies and procedures : Liaise with relevant bodies / councils on technical / engineering related matters : Advice management on technical issues : Provide inputs for operational plan, compile and submit reports : Conduct outreach services. : Mr R.S Ramaharak Tel No: 039-6877 315 EXT 124 : All applications should be forwarded to: Chief Executive 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) only. 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.Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.
<u>CLOSING DATE</u>	: 07 October 2022
<u>POST 36/348</u>	: <u>PROFESSIONAL NURSE-SPECIALTY STREAM REF NO: MURCH 06/2022 (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 (Maternity) : Grade 1: Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Midwifery. 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. EPMDS 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 : Mrs. CN 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) only. 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. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

CLOSING DATE : 07 October 2022

POST 36/349 : **PROFESSIONAL NURSE (SPECIALTY) GRADE 1 & 2 REF NO: VRH 08/2022 (X4 POSTS)**

SALARY : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Plus 12% Rural Allowance, 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet prescribed requirements)

CENTRE : Vryheid District Hospital (Labour Ward)

REQUIREMENTS

: An appropriate B degree/National Diploma in General nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse. Registration certificate with SANC in General Nurse, Midwifery and Post-Basic Midwifery & Neonatal Nursing Science. Proof of current registration with the SANC **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate / recognizable experience after obtaining the 1- year post-basic qualification in the relevant specialty. Recommendation: Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service Policies, Acts and Regulations. Knowledge of code of conduct, Labour Relations, Conflict Management and negotiation skills. Ability to function within a team. Skills in organizing, planning and supervising. 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. 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 Labour Ward. Formulation of theatre policies to ensure good practice. Ensuring the availability of the necessary basic equipment.

ENQUIRIES

: Mrs Khumalo NJ Tel No: 034 9822111 Ext 5916/11

APPLICATIONS

: All applications should be posted to: The Human Resource Management, Vryheid District Hospital, Private Bag X 9371, Vryheid, 3100

FOR ATTENTION

: Mr SP Nene

NOTE

: 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. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be completed in full and accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. African Males are encouraged to apply due to employment equity target. Please note that due to financial constraint no resettlement fees will be considered for payment to the candidates who are offered the positions. The Employment Equity Target is an African Male.

CLOSING DATE

: 07 October 2022

POST 36/350 : **PROFESSIONAL NURSE (SPECIALTY) GRADE 1 & 2 REF NO: VRH 09/2022 (X3 POSTS)**

SALARY : Grade 1: R388 974 per annum
Grade 2: R478 404 per annum
Plus 12% Rural Allowance, 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet prescribed requirements)

CENTRE REQUIREMENTS : Vryheid District Hospital (Theatre & C SSD Services)
: An appropriate B degree/National Diploma in General nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse. Registration certificate with SANC in General Nurse, Midwifery and Operating Theatre Nursing. Proof of current registration with the SANC. Proof of current/previous work experience endorsed and stamped by the employer(s) must be attached. **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate / recognizable experience after obtaining the 1- year post-basic qualification in the relevant specialty. Recommendation: Knowledge, Skills, Training And Competencies Required: Knowledge of Public Service Policies, Acts and Regulations. Knowledge of code of conduct, Labour Relations, Conflict Management and negotiation skills. Ability to function within a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and patients' rights charter.

DUTIES : Provide holistic nursing care to patients in a speciality unit in a cost effective, efficient and equitable manner. Assist in planning/ organizing and monitoring of the objectives of the specialized unit in consultation with subordinates. Provide direct and indirect supervision of all nursing staff/ housekeeping staff and give guidance. 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.

ENQUIRIES APPLICATIONS : Mrs Khumalo NJ Tel No: 034 9822111 Ext 5916/11
: All applications should be posted to: The Human Resource Management, Vryheid District Hospital, Private Bag X 9371, Vryheid, 3100

FOR ATTENTION NOTE : Mr SP Nene
: 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. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be completed in full and accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to

shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. African Males are encouraged to apply due to employment equity target. Please note that due to financial constraint no resettlement fees will be considered for payment to the candidates who are offered the positions. The Employment Equity Target is an African Male.

CLOSING DATE

: 07 October 2022

POST 36/351

: **CLINICAL NURSE PRACTITIONER GRADE 1 OR 2 REF NO: SAP 02/2022 (X1 POST)**

SALARY

: Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 - R588 390 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)

CENTRE

: St Apollinaris Hospital (Mobile Clinic)

REQUIREMENTS

: Senior Certificate/Grade 12 or equivalent qualification. Basic R424 qualification (ie. Degree/Diploma in Nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse Diploma / Degree in General Nursing & Midwifery plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Certificate of registration with SANC (General Nursing and relevant post basic qualification) proof of current registration with SANC (2022). **Grade:** A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a professional Nurse with the SANC in General Nurse plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. **Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience in the specific speciality after obtaining 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Educational qualifications, certificates of service and professional registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration must be submitted together with your CV. Skills: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practises and how this impacts on service delivery. Ensure that the clinical nursing practice by the nursing team (area/facility) is rendered in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate an basic understanding of HR and financial policies and practices. Demonstrate a basic understanding of the legislative framework governing the public service

DUTIES

: Strengthen health information systems. Develop specific M&E plan based on the district's M&E framework and strategic plan. Manage and support implementation of action plans as generated by the Institution. Able to manage own work and that of units reporting to the post, and to ensure appropriate interventions to enhance nursing services at are/ facility level. Able to developing and maintaining a nursing service environment that promotes the rights of patients, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Monitor and support implementation quality assurance programs. Demonstrate the required computer literacy to adequately manage information according to the requirements of the facility. Monitor and ensure proper utilisation of financial and physical resources.

ENQUIRIES

: Mrs N Chiya Tel No: 039/8339001-8

APPLICATIONS

: Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za

FOR ATTENTION

: Human Resources Section, Hand delivered applications may be dropped in the application box at Human Resource Department on or before the closing date before 16:00.

NOTE

: Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV only (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not

required to submit copies of qualifications and other relevant documents on application). It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered". Certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC. "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims. 07 October 2022

CLOSING DATE

:

POST 36/352

:

CLINICAL NURSE PRACTITIONER GRADE 1 OR 2 REF NO: SAP 02/2022 (X1 POST)

SALARY

:

Grade 1: R388 974 – R450 939 per annum
Grade 2: R478 404 - R588 390 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)

CENTRE

:

St Apollinaris Hospital (Kilmun)

REQUIREMENTS

:

Senior Certificate/Grade 12 or equivalent qualification. Basic R424 qualification (ie. Degree/Diploma in Nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse Diploma / Degree in General Nursing & Midwifery plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Certificate of registration with SANC (General Nursing and relevant post basic qualification) proof of current registration with SANC (2022). Grade: A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a professional Nurse with the SANC in General Nurse plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. **Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience in the specific speciality after obtaining 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Educational qualifications, certificates of service and professional registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration must be submitted together with your CV. Skills: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practises and how this impacts on service delivery. Ensure that the clinical nursing practice by the nursing team (area/facility) is rendered in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and practices. Demonstrate a basic understanding of the legislative framework governing the public service.

DUTIES

:

Strengthen health information systems. Develop specific M&E plan based on the district's M&E framework and strategic plan. Manage and support implementation of action plans as generated by the Institution. Able to manage own work and that of units reporting to the post, and to ensure appropriate interventions to enhance nursing services at are/ facility level. Able to developing and maintaining a nursing service environment that promotes the rights of patients, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Monitor and support implementation quality assurance programs. Demonstrate the required computer literacy to adequately manage information according to the

		requirements of the facility. Monitor and ensure proper utilisation of financial and physical resources.
<u>ENQUIRIES</u>	:	should be directed to Mrs N Chiya Tel No: 039/8339001-8
<u>APPLICATIONS</u>	:	Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za
<u>FOR ATTENTION</u>	:	Human Resources Section, Hand delivered applications may be dropped in the application box at Human Resource Department on or before the closing date before 16:00.
<u>NOTE</u>	:	Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV only (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application.). It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered". Certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC. "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
<u>CLOSING DATE</u>	:	07 October 2022
<u>POST 36/353</u>	:	<u>ASSISTANT DIRECTOR: FINANCE & SCM REF NO: ITSH 15/2022 (X1 POST)</u>
<u>SALARY</u>	:	R382 245 per annum. Other benefit: 13 th cheque, Housing Allowance (employee must meet the prescribed requirement) and Medical Aid (optional)
<u>CENTRE</u>	:	Itshelejuba Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate STD 10/ grade 12. Degree/National diploma in Financial Management or equivalent qualification. 3-5 years in finance/Supply Chain, of which three (03) must Supervisory level. A valid driver's license code 10. NB proof of work experience signed by human resource section must be attached. Knowledge, Skills and Competence Requires: Good sound knowledge of public service policies, Regulations and legislations, managing staff, compilations of statistics, training and development Staff. Good listening. Writing and communication skills. Computer literacy, good decision making and leadership skills, and knowledge of all financial management prescripts.
<u>DUTIES</u>	:	Improve financial management for the hospital and clinics. Ensure that facility has effective cash flow management system. Ensure that facility has an approved procurement plan and improve supply chain management. Approved bid committee to ensure effective SCM processes. Ensure that goods and services are procured in a cost effective way. Conduct internal audit and risk management. Ensure that staff is trained and developed to improve efficiency, accuracy and performance of the component. Compliance with PFMA, Treasury regulations and Public service act regulations. Ensure that adequate policies, system and procedures are in place to enable prudent management of financial resources, planning of financial resource mobilization. Facility conducting quarterly and annual stock take and timeously submission of report to provincial SCM. Timeous updating of bin and ledger cards to avoid stock losses. Cases of fraud or corruption are timeously disclosed to accounting officer, % of budget spent according to projection, advocating the use of all follow up procedures for recovering outstanding fees before accounts can be considered for write- off. Staff performance assessed in terms of departmental performance management systems. Develop, implement and monitor measures designated to optimize the collection of revenue. Ensure that

department meets its strategic objectives and budget is aligned to APP. Facilitate consolidation of finance management CEOs reporting pack on monthly basis.

ENQUIRIES : All enquiries should be directed to Mrs T.M Vilakazi Tel No: 034 413 4000
APPLICATIONS : All applications must be addressed to Itshelejuba Hospital, Private Bag X0047, Pongola 3170

NOTE : applications must be submitted on the application for employment form (Z83) which is obtainable at any government department or from website www.kznhealth.gov.za and a curriculum vitae (CV) only. Applicants are not required to submit copies of ID, STD 10 certificate, educational qualifications, certificate of service or proof of experience signed by HR Officer such documents will be requested only from shortlisted candidates. People with disabilities should feel free to apply. Reference numbers must indicated on the space provided. Please note that the appointment will be subject to the positive outcome obtained from NIA on the following checks: security clearance, credit record, qualification, citizenship and previous experience verification. Should you not hear from us three months after the closing date please accept that your application was not successful.

CLOSING DATE : 07 October 2022

POST 36/354 : **CLINICAL TECHNOLOGY NEUROPHYSIOLOGY REF NO: CLINTECHNEURO/2/2022 (X1 POST)**
Department: Neurophysiology

SALARY : Grade 1: R322 746 per annum, Plus 13th cheque, Medical Aid -Optional & Housing Allowance.
Grade 2: R 378 402 per annum Plus 13th Cheque, Medical Aid optional and Housing Allowance.
Grade 3: R445 752 per annum Plus 13th Cheque, Medical Aid optional and Housing Allowance.

CENTRE : IALCH
REQUIREMENTS : Appropriate tertiary qualification in Clinical Technology Neurophysiology, B Tech or BHS Degree or Diploma in Clinical Neurophysiology. Registration with HPCSA as a Clinical Technologist in the category Neurophysiology. Current registration with the Health Professions Council of South Africa. Recommendation: Current Independent practice or Private Practice registration with HPCSA as a Clinical Technologist in the category Neurophysiology. Candidates currently enrolled in BHS or BTech with qualification date prior to start of service may apply. Post graduate qualification in Clinical Technology Neurophysiology will be beneficial. Experience working with digital patient record networked systems will be advantageous. Experience: **Grade 1:** None after registration with the HPCSA as a Clinical Technologist Neurophysiology. **Grade 2:** Ten years relevant experience after registration with the HPCSA as a Clinical Technologist Neurophysiology. **Grade 3:** Twenty years relevant experience after registration with the HPCSA as a Clinical Technologist Neurophysiology. Knowledge, Skills, Training and Competencies Required: Competency and skills in independently performing Electroneurodiagnostic studies for paediatric and adult populations: including routine, mobile and long term EEG, transcranial Doppler ultrasound, visual-auditory- and somatosensory evoked potentials, basic and advanced nerve conduction studies and assisting physicians with EMG examinations. Technical report writing skills for previously mentioned procedures. Willingness to learn additional skills, such as autonomic testing, and basic clinical knowledge of diagnostic and therapeutic procedures are required. Additional experience in sleep and high density EEG testing will be an advantage. Good communication, organisational and interpersonal skills. Ability to work independently and in a team. Knowledge of ethical code of conduct, patient's right and Batho Pele Principles.

DUTIES : Work in an active clinical and training Neurophysiology unit. Performing of EEG's, NCS's, EP's, TCCDD's, sleep studies and long term epilepsy monitoring under the supervision of the Assistant Director. Ensure high quality and technically sound recordings of tests performed. Ensure integrity of the recording systems and stock control. Actively participate in teaching and training of students and neurology registrars in clinical neurophysiology. Promote Batho Pele principles in order to promote effective service delivery. Maintain and check equipment regularly in order to comply with safety

		requirements. Exercise patient care and expertise when performing procedures.
<u>ENQUIRIES</u>	:	Ms Christelle van der Walt Tel No: (031) 240-1633/4, Christelle.vanderwalt@ialch.co.za
<u>APPLICATIONS</u>	:	All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Inkosi Albert Luthuli Central Hospital, Private Bag X03, Mayville, 4058.
<u>NOTE</u>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae only. 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 to be submitted only when shortlisted. 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. It is the applicant's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T Claims.
<u>CLOSING DATE</u>	:	07 October 2022
<u>POST 36/355</u>	:	<u>SAFETY OFFICER REF NO: GS 34/22</u> Component: Occupational Health and Safety
<u>SALARY</u>	:	R321 543 per annum, plus 13th cheque, medical aid (optional), homeowners allowance (employee must meet prescribed requirement).
<u>CENTRE</u>	:	Greys Hospital, Pietermaritzburg
<u>REQUIREMENTS</u>	:	Grade 12 or Senior Certificate Plus Degree/National Diploma in Safety Management 3-5 years Clerical/ Administrative Only shortlisted candidates will be required to submit proof of experience/ service certificate endorsed by the Human Resource Management Office. Knowledge, Skills and Experience Knowledge of legislative prescripts, Occupational Health and Safety Act 85 of 1993 Strong leadership qualities, good decision making and problem solving skills Ability to work under pressure and meet deadlines. Computer literacy. Must be driven, courteous, and enthusiastic and demonstrate a high level of efficiency. Ability to identify, control, monitor and investigate hazards/accidents Report Writing Skills. Must display high level of planning and organizational skills. Knowledge of National Core Standards Driver's License.
<u>DUTIES</u>	:	Ensure that delegated management and administrative functions are carried out timeously and correctly in order for health and safety to function in the hospital and clinics to ensure Safety statistics are captured, analyzed, interpreted and reported Ensure accidents and incidents are investigated and reported. Participate in designing and rolling out of health and safety programmes, orientation and induction programmes and Safety related policies. To ensure safety audits functions are carried out for the hospital in compliance with the Occupational Health and safety Act 85 of 1993.To ensure all buildings, construction plant and machinery meet and maintain compliance certificates are regulated by the Local Authorities and Occupational Health and Safety Act 85 of 1993 and other relevant regulations. To conduct Health and Safety in service trainings, orientations and Inductions. To uphold Section 8(employers duties) and section 14(employees duties) of the Occupational Health and Safety Act 85 of 1993. Ensure that the institution complies with the internal disaster plan. To prepare, plan and monitor compliance of disaster evacuation in the hospital. To conduct risk assessments in the institution and do action plans Liaise with various role players involved in Occupational Health

- and Safety related issues eg. Health and Safety Committees, Occupational Health Nurse, Inspectors for the dept. of labour, Security and Building contractors.
- ENQUIRIES** : Ms C.M Stilwell Tel No: 033 897 3457
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is African Male, Indian Male, White Male, Coloured Male
- CLOSING DATE** : 07 October 2022
- POST 36/356** : **FINANCE CLERK SUPERVISOR REF NO: OTH CHC 04/2022 (X1 POST)**
- SALARY** : R261 372 per annum (Level 07). Other Benefits: 13th cheque, Medical Aid (Optional), Home owner's allowance (employee must meet prescribed Requirements)
- CENTRE** : Othobothini Community Health Centre (Jozini)
- REQUIREMENTS** : Matric / Grade 12. 3-5 years working experience in Budget/Expenditure Control Section. Computer literacy; MS Office Software applications. Valid driver's licence. Recommendation: Bachelor Degree/National Diploma in Financial Accounting /Financial Management Knowledge, Skills, Training and Competencies Required: Knowledge of risk Management. Problem solving skills. Numeracy and accuracy skills. Possess in Depth knowledge of budget procedures Persal and BAS. Have the ability to perform independently and under pressure. Have good communication and interpersonal relations. Be computer literate with proficiency in Excel and Powerpoint Software applications. Have planning, Organizing, analytics thinking and presentation skills. Be able to develop/implement policies and financial practices. Be able to deliver and present formal day to day training courses. Possess knowledge of basic HR matter including HR Practices, labour relations negotiations and dealing with conflict.
- DUTIES** : Authorize financial transactions such as payment, debts, journal on BAS etc. Exercise and monitor expenditure against budget allocated. Draw, analyze and interpret expenditure reports within the CHC responsibilities. Implement sound financial management control to ensure that the CHC remains within its cash flow projections. Update cash flow monitoring tool and finance reporting tool on monthly basis. Attend to incorrect transactions. Coordinate timeous submission of monthly returns. Ensure that petty cash is properly managed. Assist on compiling of CEO packs. Train, develop and monitor staff in order to improve service delivery.
- ENQUIRIES** : Ms. N.P Dube Tel No: 035 572 9002
- APPLICATIONS** : Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.
- NOTE** : Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website-www.kzhealth.gov.za Curriculum Vitae (CV) only. Applicants are not required to submit Copies of ID, Std 10 certificate, educational qualifications, certificate of service / proof of experience signed by HR office such documents will be requested only from shortlisted Candidates. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.
- CLOSING DATE** : 07 October 2022
- POST 36/357** : **ADMINISTRATIVE CLERK SUPERVISOR (GENERAL) REF NO: GS 57/22**
Component: Medico-Legal Services
Re-advertisement, (Those applicants who previously applied for this post are encouraged to re-apply)
- SALARY** : R261 372 per annum, (Level 07), plus 13th cheque, medical aid (optional), homeowners allowance (employee must meet prescribed requirement).

**CENTRE
REQUIREMENTS**

: Greys Hospital, Pietermaritzburg
: Senior Certificate (Grade 12) or equivalent. Diploma/Certificate (higher than Senior Certificate but lower than Degree/National Diploma) PLUS.5 years clerical /administrative experience in a healthcare facility. Only shortlisted candidates will be required to submit proof of experience/ service certificate endorsed by the Human Resource Management Office. Recommendation Unendorsed valid Code B drivers license (Code 08), Plus Computer Literacy Certificate Relevant Qualification(s) in office administration, computer skills and front office management Knowledge, Skills and Experience The incumbent of this post will report to the Manager: Medical Services and must prove competent as follows: Ability to render administrative support services to the Managers within the Medico Legal Component. Ability to render administrative support services to the Managers within the Medico-Legal Component in relations to medico-legal issues and other cases at Grey's Hospital. Ability to supervise the administrative clerks within the Medico-Legal Component. Ability to perform and supervise general administrative clerical and office duties. Demonstrate vast experience in Microsoft Office Software Package, i.e. Word, Excel, Power Point and operation of IT hardware, including printer, copier, facsimile, scanner and data projectors. Ability to deal with information management including collection, collation and dissemination of data/statistics, record management, etc. Must have effective financial management, planning, organizing, problem solving and sound analytical skills. Must have excellent written communication skills. Must be able to do presentations (using MS PowerPoint) and adequate report writing skills. Must possess knowledge of working procedures in terms of the working environment. Must have knowledge of departmental transversal systems (e.g. BAS, Persal). Must have Possess knowledge of Legislative Framework governing the Public Service, including knowledge of the Promotion of Access to Information Act. Must possess outstanding interpersonal and verbal communication skills as the incumbent will be dealing with high profile internal and external stakeholders on a daily basis. Must be able to work under pressure and deal with difficult people. Must be highly professional in conduct, very reliable, quality oriented, trustworthy, honest and demonstrate proper work ethic at all times. Must demonstrate courtesy and friendliness to all clients at all times (front office skills).

DUTIES

: Supervise and render general clerical support services within the Medico-Legal Component. Record, organize, store, capture and retrieve correspondence, data and records. Update and keep registers and statistics. Co-ordinate management and control of diaries and rosters. Handle and communicate routine enquiries/correspondence/telephone calls effectively. Make Photocopies and retrieve or send facsimiles and e-mails. Compile and distribute documents/packages to various stakeholders as required. Keep and maintain the filing system for the Medico-Legal Component. Type letters and/or other correspondences as and when required. Keep and maintain the incoming and outgoing document registers of the Medico-Legal Component. Supervise and provide supply chain clerical support services within the Medico-Legal Component. Liaise with internal and external stakeholders in relation to procurement of goods and services. Obtain quotations and complete procurement forms for the purchasing of standard office items. Ensure control, maintenance and safekeeping of stock, office stationery and equipment. Keep and maintain asset register and borrowing book for unit(s), where necessary. Supervise and provide personnel administration and clerical support services within the Medico-Legal Component. Organize and maintain EPMS documents and records, e.g. Job Descriptions, Performance Agreements, Performance Reviews, Performance Assessments, etc. Maintain leave and attendance registers, including arrangement of travelling and accommodation and maintenance of personnel records in the Medico-Legal Component. Supervise and provide financial administration support services in the Medico-Legal Component. Prepare, capture and update expenditure in the Medico-Legal Component, including NSIs, etc. Supervise administrative clerks within the Medico-Legal Component.in terms of the above listed KPAs. Ensure provision of quality administrative support work for the clinicians. Apply discipline and manage staff performance through EPMS.

**ENQUIRIES
APPLICATIONS**

: Dr ES Marais: Tel No: 033 897 3324
: Applications to be forwarded to: The Human Resources Management Office,
Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

FOR ATTENTION

: Mrs M Chandulal

- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male, Coloured Male
- CLOSING DATE** : 07 October 2022
- POST 36/358** : **SUPPLY CHAIN CLERK SUPERVISOR REF NO: OTH CHC 05/2022 (X1 POST)**
- SALARY** : R261 372 per annum (Level 07). Other Benefits: 13th cheque, Medical Aid (Optional), Home owner's allowance (employee must meet prescribed Requirements)
- CENTRE** : Othobothini Community Health Centre (Jozini)
- REQUIREMENTS** :
 Matric / Grade 12. 3-5 years working experience in Supply Chain Management. Computer literacy; MS Office Software applications. Valid driver's licence. Recommendation: Bachelor Degree/National Diploma in Financial Accounting /Financial Management/Commerce/Public Administration Knowledge, Skills, Training and Competencies Required: Possess in –depth knowledge of financial prescripts such as PFMA, Treasury Regulations and Practice notes. Possess in depth knowledge Supply Chain Management. Possess strong leadership, supervisory, communication and interpersonal Skills. Possess of Labour Relations and Disciplinary procedure. Have the ability to prioritise issues and other work related matters in order to comply with time frames set. Have the ability to analyse complex information and transform that into user-friendly processes to enable management to make informed decision. High level of accuracy is required. Be computer literate with a proficiency in MS Office applications.
- DUTIES** : Ensure effective and efficient management of Acquisition Department. Ensure that acquisition of goods, services, quotation and adjudication activities are in accordance with the Institutional Business and Procurement Plan. Ensure innovation processes to obtain responses from the suppliers in accordance with SCM Policy Framework. Establish supplier's database when obtaining quotations. Manage and administer the prescribed evaluation processes in ensuring value for money. Ensure the effective, efficient and economical management of allocated resources of the division. Prepare, analyze and submit monthly reports related to Supply Chain Management. Manage, evaluate and direct performance of Supply Chain Management. Manage contract and CPS orders. Ensure good management in logistic/warehouse management.
- ENQUIRIES** : Ms. N.P Dube Tel No: 035 572 9002
- APPLICATIONS** : Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.
- NOTE** : Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website-www.kzhealth.gov.za Curriculum Vitae (CV) only. Applicants are not required to submit Copies of ID, Std 10 certificate, educational qualifications, certificate of service / proof of experience signed by HR office such documents will be requested only from shortlisted Candidates. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.
- CLOSING DATE** : 07 October 2022
- POST 36/359** : **ARTISAN (GRADE A) ELECTRICIAN REF NO: OTH CHC 06/2022 (X1 POST)**
- SALARY** : R193 512 per annum. Other Benefits: 13th cheque, Medical Aid (Optional), Home owner's allowance (employee must meet prescribed Requirements)
- CENTRE** : Othobothini Community Health Centre (Jozini)
- REQUIREMENTS** : Passed trade test in terms of the provision of section 13(2) (h) of the Manpower Training Act 1981 as amended Trade Test Electrician. Valid Driver's License Knowledge, Skills, Training and Competencies Required Technical and practical skills of electrical. Sound knowledge of Occupational Health and

Safety Act and Related legislation. Good communication, team building and motivational skills. Writing skills. Good verbal and written skills. Good personal skills.

DUTIES

Produce designs according to client's specification and within limits of production capacity. Inspects equipment and facilities for technical faults. Produce objects with materials and equipment according to job specification and recognized standards. Repair equipment and facilities according to standards. Test repair standard and / or facilitate according to specification. Compile and submit reports. Provide inputs to operational plan. Visit residential clinics to perform maintenance duties when required. To perform standby duties and after hours call out. Must be prepared in terms of crisis to perform other essential service such as strikes, floods etc. via maintenance. Control of material, equipment, tools and keep them in good working order. Perform first level artisan work. Maintain health, safe and hygienic working conditions. To control and supervise tradesman's man aid and handyman. Maintain records of work requested and completed.

ENQUIRIES

: Mr. K. Dlamuka Tel No: 035 572 9002

APPLICATIONS

: Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.

NOTE

: Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website-www.kzhealth.gov.za and Curriculum Vitae (CV) only. Applicants are not required to submit Copies of ID, Std 10 certificate, educational qualifications, certificate of service / proof of experience signed by HR office such documents will be requested only from shortlisted Candidates. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

CLOSING DATE

: 07 October 2022