

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

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

MANAGEMENT ECHELON

<u>POST 45/251</u>	:	<u>CHIEF DIRECTOR: AGRICULTURAL SERVICES REF NO: SSC38/2022</u> (Re-Advertisement: For re-advertisements, applicants must re-apply)
<u>SALARY</u>	:	R1 308 051 per annum (Level 14), (all-inclusive salary SMS package) is payable to the successful candidate subject to the signing of a mutually agreed performance agreement after three months from assumption of duty.
<u>CENTRE REQUIREMENTS</u>	:	Cedara – Head Office A Bachelor of Science degree in Agriculture, a certificate for entry into the SMS (obtained from the National School of Government) and a valid driver's license. Experience: 3-5 years' relevant senior management experience. Knowledge: Sound knowledge of RSA Constitution, PSA, PSR, PFMA, LRA, EPMDS, BCEA, Community Development, Public Participation, Scientific Agricultural Production methods, Agricultural Extension and Advisory Principles, Project Management Principles, Social Dynamics of KZN communities, SCM Practices and Procedures, Promotion of Access to Information Act, Service Delivery Frameworks, Human Rights Act, Bill of Rights, Promotion of Administrative Justice Act, National Development Plan, Provincial Growth and Development Plan. Skills: Language, listening, presentation, analytical thinking, interpersonal relations, computer skills, strategic planning skills, organizational, research, analytical, leadership, project management, facilitation, financial management, time management, report writing, problem solving, communication, conflict management, change management, decision making and people management.
<u>DUTIES</u>	:	Coordinate the comprehensive agricultural extension and advisory implementation services over the district municipal areas in the province. Provide strategic direction for agricultural extension and advisory services. Management of agricultural extension and advisory support services. Optimize management of Project Office. Manage the resources of the Chief Directorate.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr ZN Dlamini Tel No: 033 – 355 9108 All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.
<u>NOTE</u>	:	Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. The successful candidate will be subjected to security clearance and is required to disclose financial interest. Employment Equity target for the post is female and people with disabilities are encouraged to apply. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<u>CLOSING DATE</u>	:	09 December 2022

OTHER POSTS

POST 45/252 : **DEPUTY DIRECTOR: AGRICULTURAL SPECIALIZED ADVISORY SERVICES (X3 POSTS)**

SALARY CENTRE : R908 502 per annum (Level 12), all-inclusive salary MMS package
: Harry Gwala District (Ixopo) – Ref No: SSC39/2022
: Ethekwini District (Durban) – Ref No: SSC39/2022
: Zululand District (Ulundi) – Ref No: NSC09/2022

REQUIREMENTS : A B.Sc in Agriculture degree. Registration with SACNASP as a Professional Scientist and a valid driver's licence. Experience: 6 years' junior management experience in an agricultural environment. Sound knowledge of Agricultural research methodologies, extension methodology, RSA Constitution, White Paper on Agriculture for KZN, 1996, Norms and Standards for Extension and Advisory Services, Strategy for Agrarian Transformation in KZN, Agricultural Extension and Advisory Principles, Scientific Agricultural Production Methods, Agricultural Policy Action Plan, National Development Plan, Provincial Growth and Development Plan, PSA, PSR, PFMA, LRA, EPMDs, Community Development, Public Participation, Community Outreach, Project Management Principles, Social dynamics of KZN communities, Service Delivery Frameworks and Treasury Regulations. Skills: Analytical and data analysis, scientific methodology and models, research and development, scientific editing and review, project management, professional judgement, computer aided scientific applications, planning and organizing, team leadership, problem solving and analysis, creativity and innovation, decision making, customer focus and responsiveness, communication, presentation and computer literacy.

DUTIES : Manage the rendering of specialist agricultural advice to both internal and external clients. Manage the conduction of appropriate on-farm agricultural trial by Specialized Agricultural Advisors and dissemination of results to clients. Provide agricultural information and data management support for agricultural development activities and the monitoring and evaluation of agricultural development in the district. Provide programme and project management support. Management of resources in the sub-directorate.

ENQUIRIES APPLICATIONS : Mr LL Jongisa Tel No: 033 - 3559299
: All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.

NOTE : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.

CLOSING DATE : 09 December 2022

POST 45/253 : **DEPUTY DIRECTOR: ADMINISTRATION SUPPORT – OFFICE OF THE HOD REF NO: 40/2022**
Re-Advertisement

SALARY CENTRE : R766 584 per annum (Level 11), (all-inclusive salary MMS package)
: Cedara – Head Office

REQUIREMENTS : A National Diploma / Degree in Public Administration/ Management/ Intergovernmental Relations and a valid driver's licence. Experience: 3-5 years' junior management experience in Public Administration/ Intergovernmental Relations Knowledge: RSA Constitution, PSA, PSR, LRA, PFMA, EPMDs, BCEA, Intergovernmental Relations Framework Act, Community

Development, Social Facilitation, Project management principles, SCM practices and procedures, Treasury Regulations, National Development Plan, Youth Employment Accord, Provincial Growth and Development Plan, Protocol Manual of South Africa, Trade, Marketing, Economics. Skills: Language skills, listening skills, presentation skills, analytical thinking, interpersonal relations, computer literacy, strategic planning skills, organisational skills, research skills, financial management skills, time management, report writing skills, problem solving skills, communication (written/verbal), ability to work under pressure with minimum supervision, leadership, people management skills, relationship management, decision making, diplomacy and protocol.

DUTIES : Manage and coordinate administrative support in the office of the HOD. Develop, implement and maintain administrative systems and procedures in the office of the HOD. Coordinate the maintenance of stakeholder relationships. Provide guidance for the department's international engagements in line with existing protocols. Develop policies and strategies aimed at improving service delivery. Manage the resources of the sub-directorate.

ENQUIRIES : Mr TW Mkhize Tel No: 033 – 343 8182

APPLICATIONS : All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.

NOTE : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified

CLOSING DATE : 09 December 2022

POST 45/254 : **PERSONAL ASSISTANT TO THE HEAD OF DEPARTMENT REF NO: SSC41/2022**

SALARY : R269 214 per annum (Level 07)

CENTRE : Cedara – Head Office

REQUIREMENTS : A Secretarial Diploma or equivalent qualification and a valid driver's licence. Experience: 3-5 years' experience in rendering a support service to senior management. Knowledge: Sound knowledge of relevant legislation, policies and prescripts. Basic knowledge of financial administration. Skills: Communication skills and the ability to communicate well with people at different levels and from different backgrounds, good telephone etiquette, computer literacy, sound organizational and interpersonal relations, high level of reliability, ability to act with tact and discretion, ability to do research and analyse document, self-management and motivation.

DUTIES : Provide a secretarial and receptionist support service to the Head of Department. Manage the diary and compile realistic schedules of appointments. Render administration support. Ensure the effective flow of information and documents from the office. Scrutinize routine submissions and report and make notes. Respond to enquiries and coordinate travel arrangements. Provide support regarding meetings and coordinate logistical arrangements. Support the Head of Department with the administration of the budget when required. Assist in the determining of funding requirements for the purpose of MTEF submissions. Check and correlate BAS reports to ensure that expenditure is allocated properly.

ENQUIRIES : Mr N Mdlalose at 076 935 1695

APPLICATIONS : All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245.

- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za all applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
- CLOSING DATE** : 09 December 2022

DEPARTMENT OF HEALTH

OTHER POSTS

- POST 45/255** : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1: OBSTETRICS AND GYNAECOLOGY DEPARTMENT REF NO: MED 68/2022 (X1 POST)**

- SALARY** : R1 807 380 – R2 160 933 per annum, (all-inclusive Package), Plus 18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)

- CENTRE** : Harry Gwala Regional Hospital
- REQUIREMENTS** : Grade 12 Certificate. A Qualification in the appropriate recognised Qualification in Health Science. Registration certificate PLUS three (3) years' experience after registration with the HPCSA as a Specialist in Obstetrician and Gynaecologist. Recommendation: At least 1 year management and administration experience.

- DUTIES** : Report to Senior Medical Manager at Harry Gwala Regional Hospital for administrative functions. Participate in the delivery of 24 hour in- and outpatient clinical Obstetric and Gynaecological care for Harry Gwala Regional Hospital. Responsible for the administration and management of Obstetric and Gynaecological services both in-and outpatient at Harry Gwala Regional Hospital. Participate in development and on-going provision of under and post graduate teaching and research supervision in Obstetrics and Gynaecology. Coordinate maintenance of standards of care and implementation of quality improvement programmes at Harry Gwala Regional Hospital and its referral clinics. Participate in outreach activities for the delivery, supervision and support of Maternal and Child Health services in drainage area of Harry Gwala Regional Hospital. Liaise with Metropolitan Chief Obstetrician and Gynaecologist with regard to services, policies, programmes, systems development and under/post graduate teaching. Basic knowledge of Human Resource, SCM/ Procurement and budget control practice and management. Programme planning, implementation and evaluation. Information management. Quality assurance and improvement program management, Medical ethics. Managerial ability with regard to communication, negotiation, planning, organization, leadership and decision making. Knowledge of relevant Health and Public Service Policy, regulations and legislations. Ability to perform research and supervise/teach junior staff. Competence in Undergraduate and Post Graduate training.

- ENQUIRIES** : Dr. E.K. Mthembu Tel No: 033 395 4005
- APPLICATIONS** : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office.

- FOR ATTENTION** : Mr. T.C. Manyoni
- NOTE** : The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za. Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and years of experience written in full e.g. 01/01/2022. Copies of Qualifications, Registration Certificates and drivers licence must not be submitted when

applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview. The Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays Employment Equity: Preference will be given to the following candidates as per Employment Equity target: Any person with disability regardless of race and gender, African Male, Coloured Male

- CLOSING DATE** : 09 December 2022
- POST 45/256** : **SENIOR MANAGER: MEDICAL SERVICES REF NO: MAN 70/2022 (X1 POST)**
- SALARY** : R1 424 286 – R1 534 356 per annum, (all-inclusive package), Other Benefits: 18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)
- CENTRE** : Harry Gwala Regional Hospital
- REQUIREMENTS** : Grade 12/ Senior Certificate, MBChB Degree, Plus Registration certificate with the HPCSA as Independent Medical Practitioner, Current registration with the HPCSA (2022-2023) as Independent Medical Practitioner, A minimum of six years after registration with the HPCSA as Independent Medical Practitioner, PLUS A valid code B Driver's License (code 8) Possess sound knowledge of the relevant Acts, Policies and Regulations administered by the KZN Department of Health. Possess sound knowledge of the District Health System. Possess sound knowledge of legislation relating to the practice of medicine in South Africa. Have good communication, leadership, decision making, team building and motivation skills. Be computer literate with a proficiency in MS Office Software Applications Recommendation: Qualification in Management will be an added advantage.
- DUTIES** : Ensure provisions of all protocols and guidelines to the Medical and Allied Professions Team. Formulate policies and procedures for clinical services and ensure that they are in accordance with current statutory regulations and guidelines. Provide leadership management and support to all Cluster Managers, Clinical Heads, Clinical Managers, Pharmacy, Allied Health Professionals and all staff under their supervision. Conduct service assessment and implement quality improvement programmes. Liaise with stakeholders within and outside the Department of Health such as Chief Specialists, other Hospital Management teams, the Health District Office and Medical School on Medical and Management issues. Ensure optimal use of resources, both human and financial. Ensure continuous monitoring of morbidity and mortality through clinical audits. Formulate strategic plans in keeping with the requirements of the Hospital and the Department as directed by the mission. Ensure that cost- effective service delivery is maintained within the hospital. Maintain Discipline and deal with grievances and Labour Relations issues in terms of the laid down procedures and policies.
- ENQUIRIES** : Mrs. N.T. Nxaba Tel No: 033 395 4039
- APPLICATIONS** : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X 509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office.
- FOR ATTENTION** : Mr. T.C. Manyoni
- NOTE** : The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za. Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and

years of experience written in full e.g. 01/01/2022. Copies of Qualifications, Registration Certificates and drivers licence must not be submitted when applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview. The Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays Employment Equity: Preference will be given to the following candidates as per Employment Equity target: Any person with disability regardless of race and gender, African Male, Indian Male, Indian Female, White Male, White Female, Coloured Female and Coloured Male

CLOSING DATE

:

09 December 2022

POST 45/257

:

MEDICAL SPECIALIST: (GRADE 1, 2, 3) – VARIOUS DISCIPLINES REF NO: GS 80/22
(Multidisciplinary Adult Critical Care)
Component: Critical Care

SALARY

:

Grade 1: R1 156 308.per annum
Grade 2: R1 322 100.per annum
Grade 3: R1 534 356 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. Rural allowance 18% of basic salary (when posted at Edendale Hospital)

CENTRE REQUIREMENTS

:

Grey's Hospital- Pietermaritzburg
Grade 1: Experience: Not Applicable: - Registration with HPCSA as a Medical Specialist after Registration as a Medical specialist in Anaesthesia, Surgery, Emergency Medicine or Internal Medicine **Grade 2:** Experience: A Minimum of 5 years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Anaesthesia, Surgery, Emergency Medicine or Internal Medicine **Grade 3:** Experience: A minimum of 10 years' experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Anaesthesia, Surgery, Emergency Medicine or Internal Medicine Senior Certificate (Grade 12) or equivalent MBChB or equivalent Specialist qualification in either Anaesthesia, Surgery, Emergency Medicine, Internal Medicine or Obstetrics and Gynaecology Current registration with HPCSA as a "Specialist: in Anaesthesia, Surgery, Emergency Medicine, Internal Medicine or Obstetrics and Gynaecology (Only shortlisted candidates will be required to submit Proof of all documents). Knowledge, Skills and Experience: Sound clinical knowledge within the relevant parent discipline Good communication and human relations Sound knowledge of clinical procedures and protocols within the parent discipline Assessment and management of patients Behavioural Attributes Stress tolerance, ability to work as an integral part of a team, self-confidence, and the ability to build and maintain good relationships with colleagues, nursing staff, allied medical staff and clinicians from other disciplines.

DUTIES

:

The incumbent would be required to work fulltime in the multidisciplinary Adult Critical Care Unit, including overtime duties To execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation. To efficiently and appropriately assess and manage a broad spectrum of critically ill patients

referred from the departments of Surgery, Orthopaedic Surgery, Surgical Specialities, Obstetrics & Gynaecology, and Internal Medicine. Assessing pre- and post-admission high-risk patients in the wards and providing clinical guidance to clinicians referring patients to the critical care units in Pietermaritzburg. Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in 16 hours commuted overtime per week, is essential. Overtime work will encompass the three hospitals in the PMB metropole. Actively participate in, and assist in the progressive development of, training programmes across the Metropolitan Anaesthesia and Critical Care system to facilitate postgraduate training in Anaesthesia and Critical Care for Medical Officers, and for Registrars specialising in other clinical disciplines. Participating in the teaching programmes co-ordinated by the Pietermaritzburg Department of Anaesthesia, Critical Care and Pain Management for vocational, postgraduate and nursing staff. Liaise with other Metropolitan hospitals and Medical School as and when necessary, in consultation with the Head of Department. Supervision of postgraduate and undergraduate training. Participating in outreach programmes for the development of Critical Care services in Area 2 of KwaZulu Natal. Provide support to the Head of Department, in ensuring an efficient standard of patient care and services are maintained. Ensure the proper and economical use of equipment and other resource. Co-ordinate participation in Quality Improvement measures by staff. Undertaking appropriate clinical research and supporting the research efforts of junior staff in the Pietermaritzburg Department of Anaesthesia, Critical Care and Pain Management. This is a metropolitan post and the incumbent will be expected to be available for work at any of the metropolitan hospitals (Grey's, Northdale and Edendale). After achieving competency in critical care skills, the candidate will be afforded up to 20% of clinical time in their base discipline in order to maintain those skills. Candidates must remain within 30 minutes of the relevant PMB Hospital during all periods of on call at that hospital. The incumbent of this post will report to the Head Clinical Unit: Adult Critical Care in all aspects of their job description.

- ENQUIRIES** : Dr A Ramkilawan Tel No: 033 8973241
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, 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** : 09 December 2022
- POST 45/258** : **MEDICAL SPECIALIST: UROLOGY (GRADE 1, 2, 3) REF NO: GS 82/22 (X2 POSTS)**
Component: Urology Department
- SALARY** : Grade 1: R1 156 308 per annum
Grade 2: R1 322 100 per annum
Grade 3: R1 534 356 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** : Grey's Hospital- PMB Metropolitan Hospitals Complex
- REQUIREMENTS** : **Grade 1:** Experience: Not Applicable. **Grade 2:** Experience: 5 years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. **Grade 3:** Experience: 10 years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. Staff may be required to work at Edendale and Northdale Hospitals and perform outreach at other Hospitals Senior Certificate (Grade 12) or equivalent MBCHB Degree or equivalent qualification PLUS FCUrol qualification Registration with the Health Professions Council of South Africa as a Specialist PLUS Current registration with Health Professions Council of South Africa. Candidates that have obtained their CMSA examinations and completed their MMed examinations who are awaiting registration with HPCSA are eligible to apply. They will have until the end of their probation period to complete their registration with HPCSA. (Only shortlisted candidates will be required to submit proof of all documents).

- Knowledge, Skills and Experience: Sound clinical knowledge of urology
Operative skills Research and organisational skill Ability to supervise and teach
junior staff Conflict management Clinical decision making Management skills
Research and organisational skill Understand and implement principals of
clinical governance Good communication skills Information management.
- DUTIES** : Provision of urological services within the department of urology Rendering of
after hours service for urological emergencies Training of undergraduate and
post graduate students Participate in the formal teaching programme of the
department. Supervise junior staff in all areas of clinical work Conduct and
supervise out patient clinics, ward rounds and conduct theatre slates
Participate in outreach programs conducted by the department of urology
Encourage and supervise research Supervise research projects within the
department and university.
- ENQUIRIES** : Dr R Sathiram Tel No: 033-897 3706
- 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** : 09 December 2022
- POST 45/259** : **MEDICAL SPECIALIST REF NO: MEDSPEC T&B 02/2022 (X1 POST)**
Department: Trauma and Burns
- SALARY** : Grade 1: R1 156 308 per annum, (all-inclusive salary package)
Grade 2: R1 322 100 per annum, (all-inclusive salary package)
Grade 3: R1 534 356 per annum, (all-inclusive salary package)
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Applicants must be in possession of an appropriate higher surgical qualification
(FCS) (SA) or MMed Surg) and currently / eligible to be registered with the
Health Professions Council of South Africa. Preference will be given to
applicants who have at least experience in the management of burns and
including Critical care /ICU experience. Calls will include cover of Burns and
Trauma Unit, plus assisting at transplant unit if needed. Completion of ATLS
required. **Grade 1:** requires the Fellowship in Surgery of the College of
Medicine of South Africa or equivalent, and registration with the Health
Professions Council of South Africa. Applicants must be registered as a
specialist in surgery at the commencement of duties. **Grade 2:** requires
appropriate qualification, specialist registration certificate plus 5 years'
experience after registration with the Health Professions Council of South
Africa as a Medical Specialist in General Surgery. **Grade 3:** requires
appropriate qualification, specialist registration certificate, plus 10 years'
experience after registration with the Health Professions Council of South
Africa as a Medical Specialist in General Surgery. Recommendations: eFAST
course, MIMMS and, or ACLS/PALS. DSTC or Burns experience.
- DUTIES** : Participation in the clinical trauma and burns services: inter-disciplinary in-
house coordination of the management of the patients: supervision of the
surgical trainees rotating through the trauma and transplant units: ensuring the
highest standards of clinical, professional, and ethical behaviour: assist in
teaching of undergraduate medical students, postgraduate surgical trainees:
conduct, assist, and stimulate research within the ethical guidelines of the
Health Care Act: promote education in trauma prevention and transplant
community awareness. Physical presence on arrival of scene calls and
unstable cases expected.
- ENQUIRIES** : Dr. T C Hardcastle Tel No: 031 240 2389 or speed dial 6195
- 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. 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 short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. 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** : 09 December 2022
- POST 45/260** : **MEDICAL SPECIALIST (ANEASTHETICS) (GRADE 1-3) (REF NO: MAD 12/2022) (X1 POST)**
- SALARY** : Grade 1: R1 156 308 – R1 227 255.per annum
Grade 2: R1 322 100 – R1 403 235.per annum
Grade 3: R1 534 356 – R1 918 284.per annum
The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.
- CENTRE REQUIREMENTS** : Madadeni Provincial Hospital
: Medical Specialist **Grade 1**: Appropriate qualification plus registration with the HPCSA as a Medical Specialist in Anaesthetics. Medical Specialist **Grade 2**. Appropriate qualification, registration certificate, plus Five (5) years' experience after registration with the HPCSA as a Medical Specialist in Anaesthetics. Medical Specialist **Grade 3**. Appropriate qualification, registration certificate, plus Ten (10) years' experience after registration with the HPCSA as a Medical Specialist in Anaesthetics. Knowledge, Skills and Competencies required: Sound clinical knowledge and experience in anaesthesiology and critical care. Knowledge of current Health and Public Service Legislation, regulations and policy including medical ethics, epidemiology statistics. Good communication, leadership, decision-making and clinical skills. Ability to teach Junior Doctors and participate in continuing professional development.
- DUTIES** : Provide safe, ethical and high quality of care through the development of standard and risk assessments in the area of Clinical and customer care (patient perspective) in anaesthesiology and critical care. Provide a full package of services including after hour service coverage. Develop, maintain and audit the correct implementation of clinical protocols & guidelines, implement and maintain an efficient, effective and seamless service delivery process within the hospital and referring facilities. Plan and provide continuous medical education to multidisciplinary team members, conduct and stimulate research. Manage performance of junior staff within anaesthesiology and critical care. Align clinical service delivery plans and priorities with hospital plans and priorities. Provide support to the Clinical Head of Department. Undertake appropriate Clinical audit to monitor performance of the Service. Participate / facilitate Outreach. Accept delegated responsibility from the Clinical Head of the Unit. Liaison with Clinical Head regarding service-delivery.
- ENQUIRIES APPLICATIONS** : Dr. X.F Nene Tel No: 034 328 8007
: All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- FOR ATTENTION NOTE** : The Recruitment Officer
: 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 accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates.

The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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.

- CLOSING DATE** : 09 December 2022
- POST 45/261** : **MEDICAL SPECIALIST (SURGERY) (GRADE 1-3) REF NO: MAD 13/2022 (X1 POST)**
- SALARY** : Grade 1: R1 156 308 - R1 227 255 per annum
Grade 2: R1 322 100 - R1 403 235 per annum
Grade 3: R1 534 356 - R1 918 284 per annum
The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, 18% inhospitable of basic salary plus fixed commuted overtime.
- CENTRE** : Madadeni Provincial Hospital
- REQUIREMENTS** : Medical Specialist **Grade 1**: Appropriate qualification plus registration with the HPCS as a Medical Specialist in Surgery. Medical Specialist **Grade 2**. Appropriate qualification, registration certificate, plus Five (5) years' experience after registration with the HPCSA as a Medical Specialist in Surgery. Medical Specialist **Grade 3**. Appropriate qualification, registration certificate, plus Ten (10) years' experience after registration with the HPCSA as a Medical Specialist in Surgery. Matric Certificate plus. MBCHB degree plus. Post graduate qualification of FCA (SA) and/or MMed Surgery plus. Knowledge, Skills and Competencies required: Knowledge and skills in adult and Paediatric Emergency Resuscitative intervention. Clinical knowledge in Acute and Chronic Surgical Management of patients. Good interpersonal and supervisory. Skills Supervision of students, interns, doctors, auxiliary staff and registrars accomplished in management of surgical trauma. Knowledge and capability of performing and teaching laparoscopic surgery.
- DUTIES** : Provide safe, ethical and high quality of care through the development of standard and risk assessments in the area of Clinical and customer care (patient perspective) in general surgery. Provide a full package of services including after hour service coverage. Develop, maintain and audit the correct implementation of clinical protocols & guidelines, implement and maintain an efficient, effective and seamless service delivery process within the hospital and referring facilities. Plan and provide continuous medical education to multidisciplinary team members, conduct and stimulate research. Manage performance of junior staff within general surgery. Align clinical service delivery plans and priorities with hospital plans and priorities. Provide support to the Clinical Head of Department. Undertake appropriate Clinical audit to monitor performance of the Service. Participate / facilitate Outreach. Accept delegated responsibility from the Clinical Head of the Unit. Liaison with Clinical Head regarding service-delivery.
- ENQUIRIES** : Dr. X.F Nene Tel No: 034 328 8007
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940
- FOR ATTENTION** : The Recruitment Officer
- NOTE** : 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 accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment

verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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.

- CLOSING DATE** : 09 December 2022
- POST 45/262** : **MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 60/2022**
Department: Emergency Medicine (Emergency Department)
- SALARY** : Grade 1: R858 528 – R924 876 per annum
Grade 2: R981 639 – R1 073 355 per annum
Grade 3: R1 139 217 – R1 424 286 per annum
All-inclusive salary packages per annum (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance, Plus Commuted overtime which is determined by service delivery needs of the department.
- CENTRE REQUIREMENTS** : Ngwelezana Tertiary Hospital
Senior Certificate / Grade 12. Appropriate medical qualification in Health science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. **Grade 1:** No experience required in respect of South African citizen of whom it is required to perform community service. A minimum of one (01) year experience after registration as Medical Practitioner with recognized 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:** A minimum of five (05) years relevant experience after registration with Health Profession Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of six (06) years relevant experience after registration as Medical Practitioner with recognized 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:** A minimum of ten (10) years relevant experience after registration with the Health Profession Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognized 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, Attributes and Abilities: Appropriate medical knowledge and sound clinical skills. Knowledge of health care system and medical ethics. Knowledge of relevant acts, policies and regulations of the department of health. Good team building and problem solving skills. Excellent human, communication and leadership skills required. Awareness of cross-cultural differences. Concern of excellence. Current ATLS/BLS/ACLS/PALS an advantage to candidates. DipPEC additionally an advantage.
- DUTIES** : Provision of quality patient-centred care for all patients in the hospital and satellite clinics. Examine, investigate, diagnose and oversee the treatment of patients. Provision of after-hours services in a form of commuted overtime as per the departmental needs. Provide medical related information to clinical staff as may be required. Undertake on-going care individual's patients to allow for continuity of care including ward rounds and clinic visits. Maintain accurate health records in accordance with the legal ethical considerations. Train and guide staff who are health professionals. Actively participate in morbidity and mortality reviews. Attend and participate continuous medical education and training. Participate in quality improvement programs which include clinical governance and national core standards. Ensure cost-effective service delivery is maintained within the respective department. Attend to administrative matters as required. Observe and comply with all departmental policies and guidelines regulating employment relationship and clinical functioning. Perform duties as assigned by the supervisor or other senior officials.
- ENQUIRIES APPLICATIONS** : Dr. S Garach Tel No: 035 901 7234
Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880
- FOR ATTENTION NOTE** : Mr MP Zungu
Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and

signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.

CLOSING DATE

: 09 December 2022

POST 45/263

: **MEDICAL OFFICER: (GRADE 1, 2, 3) REF NO: GS 81/22 (X2 POSTS)**
Component: Obstetrics and Gynaecology

SALARY

: Grade 1: R858 528 per annum
Grade 2: R981 639 per annum
Grade 3: R1 139 217 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

: Grey's Hospital- Pietermaritzburg
: **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. 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 (Only shortlisted candidates will be required to submit Proof of all documents) The Employment Equity Target for this post is: African Male, African Female or Coloured Male Recommendation Appropriate Clinical experience depending on the grade for which you are applying Post Community Service experience in Obstetrics and Gynaecology will be an added advantage Knowledge, Skills and Experience: Sound knowledge of general medicine and in the discipline of Obstetrics and Gynaecology Ability to deal with medical and obstetrical/gynaecology emergencies Sound knowledge of the PMTCT programme as determined by national guidelines and policies. Sound knowledge of medical ethics Sound knowledge of legislation relating to the practice of Obstetrics and Gynaecology

in South Africa, such as the Health Act, the Choice of Termination of Pregnancy Act, the Children's Act etc. Ability to perform termination of pregnancy will be an added advantage. Good communication, team building and motivation skills Basic computer literacy.

DUTIES : The incumbent will be required to rotate between the Grey's / Northdale Hospitals Woman's Health Complex for a stipulated period e.g. three (3) months at a time To provide holistic medical care to patients seeking medical attention at the institutions To be able to assess, manage and follow up patients according to departmental policies To ensure the provision of safe, ethical and high quality medical care To be able to contribute to the realization of the departmental strategic goals. Manage medical and obstetrical/gynaecological emergencies. To participate in after-hours obstetrics and gynaecology service as per call roster, this is essential. To participate in Monitoring & Evaluation programme with relation to patient care delivery Assist with the supervision and support of junior medical officers, CSOs and interns in the department. Provide Outreach assistance as may be required under the supervision of the Metropolitan Head of Obstetrics and Gynaecology Impart surgical skills to Medical Officers and interns in the Department Accept responsibility for continuous professional development to keep up to date with new developments in the field of Obstetrics and Gynaecology Participate in the departmental academic programmes and meetings.

ENQUIRIES : Prof TD Naidoo Tel No: 033 – 897 3292

APPLICATIONS : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, 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 : 09 December 2022

POST 45/264 : **DEPUTY DIRECTOR: (DHS DELIVERY PLANNING) REF NO: UMZIN 11/2022**

SALARY : R766 584 per annum, (total package)

CENTRE : Umzinyathi Health District Office

REQUIREMENTS : Senior Certificate (Grade 12) Degree / National Diploma in Human / Health Sciences. A minimum of 3years managerial experience Valid Driver's License – Code EB /8. Ms Office (Word, Excel, Outlook & PowerPoint). Knowledge, Skills, Training & Skills Required Project management. Excellent management, facilitation, communication and interpersonal skills. Expert knowledge of legislative and policy and policy framework informing the area of operation. Ability to capture and communicate the essence of recommendation in a concise and clear corporate language. Ability to prioritise issues and other work related matters in order to comply with tight deadlines. A clear understating of challenges facing the Public Sector. Ability to analyse complex information and accurately translate into effective planning inputs.

DUTIES : Facilitate in district planning initiatives (inclusive of prioritization process) based on the sound research and reliable management information. Consolidate and verify planning inputs and facilitate consultative process. Administer process to determine the cost implications of planned activities. Ensure that planning processes are integrated to enable consistency in the District Health Plans. Monitor, evaluate and report on the implementation of the District Health Plan. Facilitate process to ensure that district resource planning processes (HR, Budget, Procurement and Infrastructure) are in line with the imperatives set by the Annual District Performance Plan. Facilitate strategic and other planning workshops within the district to ensure consultation, by-in and determination of priorities. Collaborate with other district stakeholders to ensure alignment of planning processes within the IDP planning framework and to ensure that planning processes of other Departments optimally support health service delivery objectives within the district. Analyse and critique the planning inputs of components and provide technical support/ advice ensuring that the stated goals, objectives and targets are realistic, measurable and attainable. Involvement of " Sukuma Sakhe Project". Support to coordinate reports and implementation of National Health Insurance (NHI).

ENQUIRIES : Ms. EZN Hadebe Tel No: (034) 2999100

APPLICATIONS : forwarded to Hand Delivered Umzinyathi Health District Office 34 Wilson Street Private Bag x2052 Dundee Dundee, 3000

FOR ATTENTION : Ms. M Ngwenya
CLOSING DATE : 09 December 2022

POST 45/265 : **DEPUTY DIRECTOR: FACILITIES MANAGEMENT (SYSTEMS) REF NO: HRM 35/2022**
Directorate: Systems

SALARY : R766 584 - R903 006 per annum (Level 11), (all-inclusive package)
CENTRE : King Edward VIII Hospital Complex
REQUIREMENTS : Senior Certificate /Grade 12. Bachelor's degree or advanced Diploma NQF 7 in Business Management/ Public Administration, Construction Management: Built Management, Mechanical/Electrical/Civil Engineering field and valid driver's license. Experience: 3-5 years' Experience in the systems component/ Facilities Management or Infrastructure Management at a Junior Management Level. Recommendations: Intermediate computer literacy Project Management qualification Knowledge, Skills, Training and Competencies Required: Good knowledge of Public Finance Management Act, Supply Chain Management framework, government Procurement System, Occupational Health and Safety Act, National Core Standards, Ideal Hospital Realization & Maintenance Framework. Solid experience in Project Management, Operational Plan Development, Planning & Execution & Monitoring of strategies, audit procedures, Human Resource Management and Labour Relations procedures. Have the ability to perform independently and pressure as well as report writing and presentation at short notice. Skills: decision – making, problem solving, good communication, advanced proficiency in Microsoft excel with excellent quantitative & analytical skills.

DUTIES : Contribute towards Development of Strategic, Annual Performance & Business Plans of the Institutions. Ensure the effective and efficient management and quality of work for: Maintenance and engineering services, Patient records administration and mortuary services. Auxiliary services; security services. Health and safety, waste management services. Ensure that the adequate Policies, Systems, Procedures and Proper Internal Control are in place to enable Prudent Management of division. Ensure appropriate management and utilization of resources allocated to the division. Develop and implement risk management plan/s for the division. Ensure compliance with prescribed Quality Assurance norms and standards.

ENQUIRIES : Dr T Mayise Tel No: 031 360 3015
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. Building or posted to Private Bag X02, Congella, 4013 or VIA Courier Service OR email to thandeka.mkhonza@kznhealth.gov.za

FOR ATTENTION : Mrs THF Mkhonza
NOTE : An Application for Employment Form (Z83) and comprehensive curriculum Vitae (detailed experience) only must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. (This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Person with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying) the reference number must be indicated in the column provided on the form Z83 e.g. ref /HRM /35/2022. please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission). Due to the large number of applications we receive receipts of applications will not be acknowledged. Should you not be advised within 90 days of the closing date, kindly consider your application as unsuccessful. Please Note that due to financial constraints, there will no payment of S&T Allowance. NB: Please note that due to financial constraint, no S & T will be paid.

CLOSING DATE : 13 December 2022

POST 45/266 : **ASSISTANT MANAGER NURSING (SPECIALTY AREA) REF NO: NGWE 61/2022**
 Department: Critical Care, Trauma, Renal & Burns Unit

SALARY : R642 942 – R723 624 per annum. Other Benefits: 8% Rural Allowance. 13th Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional).

CENTRE REQUIREMENTS : Ngwelezana Tertiary Hospital
 : Diploma / Degree in General Nursing that allows registration with SANC as a Professional Nurse. A post basic qualification in Critical Care or Trauma Nursing. Registration with the SANC as a Registered Nurse. A minimum of 10 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. A minimum of 6 years of the period referred above must be appropriate/ recognizable experience in critical care or trauma unit after obtaining the 1 year post basic qualification in Critical Care or Trauma Nursing. At least 3 years of the period referred to above must be appropriate / recognizable experience at management level. Knowledge, Skills, Attributes and Abilities: Advanced knowledge and skills of nursing care processes and procedures, nursing statutes and other relevant legal framework. Strong interpersonal, communication and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Insight into the public health sector strategies and priorities including nursing strategy, standard procedure and policies pertaining to nursing care. Basic computer skills.

DUTIES : Provide effective and professional leadership in clinical governance to ensure clinical accountability and quality patient care. Provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable prescripts. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including complex report writing as required. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Develop and implement quality assurance programs, policies, operational plan, standard operating procedures and guidelines for the unit. Improve quality care through reduction of patient complaints and waiting times. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution and other regulating bodies. Develop/establish and maintain constructive working relationship with nursing and other stakeholders. Ensure that infection control and prevention policies are implemented in the unit. Manage and supervise effective utilization of all the resources e.g. human, financial material. Develop, monitor and evaluate staff in terms of EPMS. Exercise control over discipline, grievance and all labour relations issues. Perform both clinical and administrative duties as required. Attend to meetings and workshops as directed. Serve as a paymaster for unit pay point. Adhere to correct channels of communication as per the hospital organogram. Perform other duties as assigned by the supervisor and hospital management. Ensure implementation of NCS, Ideal hospital and other departmental initiatives including provincial priorities.

ENQUIRIES APPLICATIONS : Ms. RM Sithole Tel No: 035 901 7258
 : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 or Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880

FOR ATTENTION NOTE : Mr MP Zungu
 : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. Applications must be submitted on the prescribed Application for Employment form (Z83)

obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.

CLOSING DATE

: 09 December 2022

POST 45/267

: **ASSISTANT MANAGER NURSING (SPECIALTY: MATERNITY & PAEDIATRIC) REF NO: UNTU 03/2022 (X1 POST)**
Component: Nursing

SALARY

: R642 942 - R723 624 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance Housing Allowance: Employee must meet prescribed requirements.

CENTRE

: Untunjambili Hospital

REQUIREMENTS

: Senior certificate STD 10/ (Grade 12), Basic R425 Diploma/Degree in General Nursing and Midwifery. A post basic qualification in Advanced Midwifery and Neonatal Nursing. A minimum of Ten years' appropriate/recognisable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least Six years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the one year Diploma In Advanced Midwifery & Neonatal Science. At least Three years of the period referred to above must be appropriate/recognisable experience at management level. NB: Recommendations: Degree/Diploma In Nursing Management. A valid driver's licence (code 8/10). Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Knowledge in nursing care process and procedures, nursing statutes and other relevant legal frameworks. I.e. Nursing Act, Health Act Occupational Health & safety Act, Patients, Rights Charter & Batho Pele Principles. Leadership, Organization, decision making and problem solving abilities within limit of the public sector & institutional framework. Interpersonal skills including public relations, negotiating conflict handling and counselling skills Act, Public Service Act Regulation & Labour Relations, Act. Good communication, report writing, facilitation, co-ordination & leadership skills as well as computer skills.

DUTIES

: Delegate, supervise and co-ordinate the provision of effective patient care through Adequate nursing care. Oversee clinical governance to ensure high standard of patients care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health. Develop/establish and maintain constructive working relationship with nursing & other stakeholders (i.e.-professional, inter-sectorial and multi-disciplinary teamwork). Participate in analysis, formulation & implementation of nursing, practices, standards and procedures. Deal with disciplinary issues, grievance and labour issues including monitoring and managing absenteeism. Monitor and ensure proper utilization of financial and physical resources. Assist in the implementation of priority programs to reduce morbidity and mortality rate, communicable and non-communicable diseases. Improve the facility efficiencies. Ensure accurate reliable statistic and report are generated through the information management section. Ensure that unites comply with National Core Standard –Ideal Clinic, Batho Pele principles to meet the needs and demands of the clients. Manage the Employee

		Performance Management Development System. Deputize the Deputy Manager Nursing.
<u>ENQUIRIES</u>	:	Mr. K.R Mthimkhulu Tel No: 033-444 1707
<u>APPLICATIONS</u>	:	Applications should be forwarded to: Human resource Manager Private Bag X216, Kranskop, 3268
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.
<u>CLOSING DATE</u>	:	09 December 2022
<u>POST 45/268</u>	:	<u>OPERATIONAL MANAGER (PHC) REF NO: NGWE 62/2022</u> Department: Empangeni Clinic
<u>SALARY</u>	:	Grade 1: R588 378 – R662 220 per annum. Other Benefits 8% Rural Allowance. 13th Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional.)
<u>CENTRE REQUIREMENTS</u>	:	Ngwelezana Tertiary Hospital Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse / Midwife. A post basic qualification with a duration of at least one year in Clinical Nursing Science, Health Assessment, Treatment and Care (Primary Health Care). Current SANC receipt. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the one year post basic qualification in the relevant field. Knowledge, Skills, Attributes and Abilities: Good interpersonal, communication, report writing and presentations skills. Ability to work and take informed decisions independently. Knowledge of nursing statutes, prescripts, and other relevant public service legislations. Demonstrate basic understanding of Human Resource, PMFA, and Labour Relations policies. Conflicts management and problem solving skills. Supervisory and analytical thinking skills. Team building and supervisory skills. Empathy and counselling skills and knowledge. Basic computer skills.
<u>DUTIES</u>	:	Provide professional goal directed leadership with an aim of achieving Department goals and objectives. Overall supervision of staff, patient, and government property. Monitor provision of quality patient care in a cost-effective manner. Exercise control of discipline and handling of grievances.

Conduct monthly Nursing audits; compile report and quality improvement plans. Ensure implementation of Norms and Standards, National Health Priorities, Ideal CHC realization and maintenance. Monitor staff performance through EPMDs. Monitor implementation of PHC indicators and achievements of set target. Strengthen implementation of comprehensive PHC package as per National Guidelines. Ensure the implementation of the Disaster Response within the facility. Ensure that staff is kept informed of changes in the nursing practices, legislation policies, and guidelines. Maintain constructive working relationship with all stakeholders, the multidisciplinary team and OSS structures. Support implementation of a community based model with the catchment area served by the facility. Promote and support implantation of Clinical Governance initiatives. Ensure implementation and adherence to Patient Rights Charter, Batho Pele principles professionalism and ethics.

**ENQUIRIES
APPLICATIONS**

: Mr. S Mtshali Tel No: 035 901 7298
 : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 or Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.

**FOR ATTENTION
NOTE**

: Mr MP Zungu
 : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.
 : 09 December 2022

CLOSING DATE

POST 45/269

: **ASSISTANT MANAGER NURSING (NIGHT DUTY SERVICES) REF NO:
SAP 12/2022**

SALARY

: R588 378 – R688 089 per annum. Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Housing allowance (employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: St Apollinaris Hospital
 : Senior Certificate (Grade 12) or equivalent qualification. Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the South African Nursing Council' (SANC) as a Professional Nurse. Certificates of Registration with the SANC. Current registration with SANC (2022). Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Experience: A Minimum of eight (8) years appropriate/recognizable experience in nursing after registration as

professional nurse with the SANC in General nursing. Three (3) years of the experience referred to above must be appropriate/recognisable experience at Management level. Recommendations: Valid driver's license. Skills: Knowledge of Batho Pele Principles and Patient Rights. Excellent communication skills, human relations and ability to train staff within a team. Ability to work and maintain meaningful relationship within a diverse community. Knowledge of health and public service legislation, regulations and policies. Appropriate understanding of nursing scope of practice and nursing standards. Basic computer literacy to enhance service delivery. Effective communication with patients, supervisors and other health professionals. Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery. Knowledge of labour relations and disciplinary procedures. Basic understanding of HR and financial policies and practices. Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making and Problem solving.

DUTIES : Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Ensure that all nursing staff are aware and adhere to the relevant acts/prescripts applicable within the Nursing environment, and that staff welfare is maintained. Participate in the analysis and formulation of nursing policies and procedures. Deal with grievances and labour relation issues in terms of laid down policies/procedures. Administer all nursing services at night.

ENQUIRIES : should be directed to Mr TS Zuma Tel No: 039 833 9001-8
APPLICATIONS : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x 506, Ixopo, 3276 For Attention: Human Resources Section, or to be Hand delivered to Human Resource Section , St Apollinaris Hospital, Creighton 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 (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, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job to be evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.

CLOSING DATE : 09 December 2022

POST 45/270 **OPERATIONAL MANAGER ((OBSTETRICS & GYNAE) REF NO: MURCH-01/2022 (X1 POST)**

SALARY R588 378 per annum. Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

CENTRE : Murchison Hospital
REQUIREMENTS : Grade 12 (Senior Certificate) Degree/Diploma qualification that allows registration to General Nursing & Midwifery, Plus a relevant One-year post basic qualification in Critical Care - ICU. Registration certificate with South African Nursing Council (SANC) Current SANC receipt (2022), Four (04) years' experience in General Nursing after registration as a Professional Nurse.

Certificate of service from previous and current employer endorsed and stamped by HR. Knowledge, Skills and Competencies: Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time, and that of junior colleagues to ensure proper nursing service in the unit. Demonstrate the required computer literacy to adequately manage information according to the requirements of the facility. Able to develop contacts, build and maintain network of professional relations in order to enhance service delivery.

DUTIES : Work as part of multi-disciplinary team member to ensure good nursing care. Ensure effective control of financial, material and human resources. Participate in the analysis and formulation of nursing policies. Provide direct and indirect supervision of all staff in the unit. Reduction of maternal and child mortality and morbidity rate. Ensure that staff is orientated, Mentored and developed to provide quality patient care. Exercise control over discipline, grievance and labour relations issues. Promote good working relationship amongst staff and patients. Ensure effective participation in all hospital programmes e.g IPC, Quality assurance etc. Provide a safe, therapeutic and hygiene environment for patients, visitors and staff. Ensure implementation, monitoring and evaluation of all maternal, child and woman health care programmes. Monitor and evaluate staff performances, EPMS. Ensure accurate reliable statistics and reports are submitted timeously. Coordination of the provision of effective training and research. Provision of effective support to nursing services. Maintain professional growth/ethical standards and self-development.

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

NOTE : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV). The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution). If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. 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 : 09 December 2022

POST 45/271 : **OPERATIONAL MANAGER (PRIMARY HEALTH CARE) REF NO: MURCH-THEMB 01/2022 (X1 POST)**

SALARY : R588 378 per annum. Other Benefits 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

CENTRE : Murchison Hospital-Thembalesizwe Clinic

REQUIREMENTS

: Senior Certificate Degree / Diploma in General nursing plus 1 year post basic qualification in Primary Health Care or 1 year post basic qualification in Community Nursing Science with specialization in Clinical Nursing Science, Health Assessment, Treatment and Care as per R212 SANC Regulation. Current registration with SANC as a General Nurse and Primary Health Care Nurse A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which 5 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care or one year post basic qualification in Community Nursing Science with specialization in Clinical Nursing Science, Health Assessment, Treatment and Care as per R212 SANC Regulation. Valid Code 08 Drivers license. Certificate of service from previous and current employer endorsed and stamped by HR. Knowledge, Skills and Competencies: Knowledge of nursing care and processes and procedures, nursing statutes, and other relevant legal frameworks Knowledge of Public service regulations Disciplinary code, human resource policies, hospital generic and specific policies Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework and good communication skills Interpersonal skills including public relations, negotiating, conflict handling and counseling skills Financial and budgetary knowledge pertaining to the relevant resources under management Insight into procedures and policies pertaining to nursing care Computer skills in basic programmes.

DUTIES

: Monitor and evaluate the performance of primary health care services and systems within the designated services area in line with, public health indicators, set norms, standards and targets with a view to report thereon and to initiate corrective action timeously. Analyze health policy and programme imperatives with a view to develop customized implementation strategies to guide the primary health care service providers in the service area towards complying with the stated norms, standards and targets. Identify “transversal “primary” health care and systems barriers (including emerging health trends in the service area) with a view to ensure corrective action at an appropriate level. Ensure and monitor that primary health care services within the designated services area are provided with adequate support by multi-disciplinary teams attached to the CHC / district hospital as well as from shared corporate service providers attached to the mothering institution. Ensure an integrated approach with the implementation of various primary health care programmes to provide a seamless service delivery platform, including the prioritizing of needs within the service area and the allocation of resources accordingly. Ensure the effective and efficient utilization of allocated resources, including the development of staff, budgetary, procurement planning inputs and maintenance of prescribed information management systems(s).

ENQUIRIES

: Mr LG Nyawo Tel No: 039-6877311 ext. 130

APPLICATIONS

: All applications should be forwarded to: Chief Executive Officer P/Bag X701 Portshepstone 4240 or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE

: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity

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

: 09 December 2022

POST 45/272

: **OPERATIONAL MANAGER PHC SPECIALTY REF NO: SAHXHAM 15/2021 (X1 POST)**

SALARY

: R588 378 per annum. Other Benefits: 13th cheque, 12 % rural allowance, home owners allowance (employee must meet prescribed requirements)

CENTRE

: ST Andrews Hospital – Xhamini Clinic

REQUIREMENTS

: Diploma / Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Primary Health Care as per R212 SANC Regulations. Current registration with SANC as a General Nurse, Midwife and Primary Health Care Nurse. A minimum of 9 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate / recognisable experience after obtaining the one year post basic qualification in Primary Health Care. A valid driver's license. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counseling skills, Financial and budgetary knowledge pertaining to the relevant resources under management ,Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs.

DUTIES

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

ENQUIRIES

: Mrs VV Ncume Tel No: 039 433 1955 EXT 259

APPLICATIONS

: Should Be Forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010, Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding, 4680.

FOR ATTENTION

: Human Resource Manager

NOTE

: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae (only). Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification will submit evaluation certificate only when shortlisted. RSA Citizens/Permanent Residents/ Work

Permit holders will submit documentary proof only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

CLOSING DATE

: 09 December 2022

POST 45/273

: **OPERATIONAL MANAGER (PRIMARY HEALTH CARE) REF NO: MURCH-
THEMB 04/2022 (X1 POST)**

SALARY

: R588 378 per annum. Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

**CENTRE
REQUIREMENTS**

: Murchison Hospital-Izingolweni Clinic
: Senior Certificate Degree / Diploma in General nursing plus 1 year post basic qualification in Primary Health Care or 1 year post basic qualification in Community Nursing Science with specialization in Clinical Nursing Science, Health Assessment, Treatment and Care as per R212 SANC Regulation. Current registration with SANC as a General Nurse and Primary Health Care Nurse A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which 5 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care or one year post basic qualification in Community Nursing Science with specialization in Clinical Nursing Science, Health Assessment, Treatment and Care as per R212 SANC Regulation. Valid Code 08 Drivers license. Certificate of service from previous and current employer endorsed and stamped by HR. Knowledge, Skills and Competencies: Knowledge of nursing care and processes and procedures, nursing statutes, and other relevant legal frameworks Knowledge of Public service regulations Disciplinary code, human resource policies, hospital generic and specific policies Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework and good communication skills Interpersonal skills including public relations, negotiating, conflict handling and counseling skills Financial and budgetary knowledge pertaining to the relevant resources under management Insight into procedures and policies pertaining to nursing care Computer skills in basic programmes.

DUTIES

: Monitor and evaluate the performance of primary health care services and systems within the designated services area in line with, public health indicators, set norms, standards and targets with a view to report thereon and to initiate corrective action timeously. Analyze health policy and programme imperatives with a view to develop customized implementation strategies to guide the primary health care service providers in the service area towards complying with the stated norms, standards and targets. Identify "transversal "primary" health care and systems barriers (including emerging health trends in the service area) with a view to ensure corrective action at an appropriate level. Ensure and monitor that primary health care services within the designated services area are provided with adequate support by multi-disciplinary teams attached to the CHC / district hospital as well as from shared corporate service providers attached to the mothering institution. Ensure an integrated approach with the implementation of various primary health care programmes to provide a seamless service delivery platform, including the prioritizing of needs within the service area and the allocation of resources accordingly. Ensure the effective and efficient utilization of allocated resources, including the development of staff, budgetary, procurement planning inputs and maintenance of prescribed information management systems(s).

**ENQUIRIES
APPLICATIONS**

: Mr LG Nyawo Tel No: 039-6877311 ext. 130
: All applications should be forwarded to: Chief Executive Officer, P/Bag X701, Portshepstone, 4240 or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE

: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR

on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. 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

09 December 2022

POST 45/274

: **OPERATIONAL MANAGER NURSING REF NO: SAP 13/2022**

SALARY

: R464 466 – R522 756 per annum. Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Home Owner`s allowance employee must meet prescribed requirements)

CENTRE REQUIREMENTS

: St Apollinaris Hospital (High Care Ward)
 : Senior Certificate (Grade 12) or equivalent qualification PLUS; Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. (General Nursing and midwifery). Certificate of Registration with the SANC in General Nursing and Midwifery. Current registration with the SANC (2022). Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Experience: A Minimum of seven (07) years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with South African Nursing Council (SANC). Skills: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as Nursing Act, Health Act, Occupational Health and Safety Act, Patient`s rights charter, Batho-Pele Principles, Public service regulations, Labour Relations Act, Disciplinary Code and Procedure, Communication skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/ organizing and ability to function as part of the team.

DUTIES

: Supervise and ensure the provision of an effective and efficient patient through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluate thereof. Provide relevant information to health care users to assist in achieving optimal health care and rehabilitation of patients. Manage and monitor proper utilization of human, financial and physical resources. Participate in the analysis, formulating and implementation of nursing guidelines, practices standards and procedures. Participate in health promotion and illness prevention initiatives. Distribute posters for different diseases in the ward and to other community centres. Ensure that all staff completed PMDS documents. Ensure stock /Equipment counting is done monthly. Ensure wearing of prescribed uniforms and distinguishing devices. Ensure that unit standard policies and procedures are reviewed. Facilitate formulation of protocol, policies and guidelines. Ensure comprehensive assessment of patients` files to ensure that all documents are complete and accurate Ensure that all patients has been given their prescribed medication at due times. Ensure availability of nursing acts, scope of practice, Nurses pledge; QIP`S, TB and infection control policies and guidelines. Conduct in service education about professionalism and nursing ethics.

ENQUIRIES APPLICATIONS

: should be directed to Ms NI Mpantsha Tel No: 039 833 9001-8
 : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag X506, Ixopo, 3276 or to be Hand delivered to Human Resource Section , St Apollinaris Hospital, Creighton on or before the closing date before 16:00.

**FOR ATTENTION
NOTE**

: Human Resources Section
: 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 (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, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job to be evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. 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.
: 09 December 2022

CLOSING DATE

:

POST 45/275

:

CLINICAL NURSE PRACTITIONER REF NO: SAHKWAJALI 16/2022 (X1 POST)

SALARY

:

Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

**CENTRE
REQUIREMENTS**

:

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

DUTIES

:

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

ENQUIRIES

:

Mrs VV Ncume Tel No: 039-4331955 EXT 259

APPLICATIONS : Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010, Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION NOTE : Human Resource Manager
 : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae (only). Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification will submit evaluation certificate only when shortlisted. RSA Citizens/Permanent Residents/ Work Permit holders will submit documentary proof only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

CLOSING DATE : 09 December 2022

POST 45/276 : **CLINICAL NURSE PRACTITIONER REF NO: SAHHCLIN 17/2022 (X1 POST)**

SALARY : Grade 1: R400 644 per annum
 : Grade 2: R492 756 per annum
 : Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

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

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

ENQUIRIES APPLICATIONS : Mrs VV Ncume Tel No: 039-4331955 EXT 259
 : Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010, Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

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

Vitae (only). Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification will submit evaluation certificate only when shortlisted. RSA Citizens/Permanent Residents/ Work Permit holders will submit documentary proof only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

- CLOSING DATE** : 09 December 2022
- POST 45/277** : **PROFESSIONAL NURSE SPECIALTY (OCCUPATIONAL HEALTH) REF NO: SAH 09/2022 (X1 POST)**
- SALARY** : Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th cheque, 12% rural allowance, and Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** : ST Andrews Hospital
: Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Occupational Health Nursing Science. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional nurse with SANC in general nursing. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Occupational Health Nursing Science. Skills: Knowledge of nursing care and processes and procedures. Sound knowledge of Occupational Health & Safety Act, Compensation Injuries Diseases Act (COIDA) and the latest Employee Health and Wellness Framework for the service. Knowledge of basic human resource and financial management Ability to demonstrate good insight of policies and procedure pertaining to occupational employee health and wellness. 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** : Ensure the compliance to baseline medical surveillance, periodical medical examination and exit medical examination. Administer clinical treatment of staff patients and make referrals. Develop and implement Occupational Health and Safety Training Programmes, Orientation and Induction programs Undertake occupational disease research for the purpose of investigating and preventing all types of occupational related diseases. Manage statistics and reports and submit to relevant stakeholders Maintain client satisfaction through quality services, innovation and nursing care by upholding the principles of Batho Pele. Work hand in hand with Health and Safety and EAP. Formulate policies and procedure manuals. To ensure that the conditions meet and maintain compliance certificates as regulated in by the Occupational Health and Safety Act 85 of 1983. To compile all Occupational Health Manuals and protocols to be used by the hospital. To advise management on Occupational Health and Safety legal proceedings.
- ENQUIRIES APPLICATIONS** : Ms NV Ndlovu Tel No: 039-4331955 EXT 210
: Should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag x1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.
- FOR ATTENTION NOTE** : Human Resource Manager
: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed Curriculum Vitae (only). Faxed and e-mailed applications will not be accepted. Persons

with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification will submit evaluation certificate only when shortlisted. RSA Citizens/Permanent Residents/ Work Permit holders will submit documentary proof only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

- CLOSING DATE** : 09 December 2022
- POST 45/278** : **PROFESSIONAL NURSE (SPEC.)-OPHTHALMIC GRADE 1 OR 2 REF NO: SAP 11/2022**
- SALARY** : Grade 1: R400 644 - R464 466 per annum
Grade 2: R492 756 – R606 042 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid, must meet prescribed requirements
- CENTRE** : St Apollinaris Hospital (OPD and eye clinic)
- REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification. Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse in Ophthalmic Nursing. Current registration with SANC (2022). Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Experience: **Grade 1:** A minimum of four (4) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse. **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 Ophthalmic Nursing. Recommendations Valid Driver's license Skills: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.
- DUTIES** : Provision of optimal, holistic, specialized nursing care in OPD (Ophthalmology) with set standards and within a professional/legal framework. Implement standard, practices, criteria and indicators for quality nursing (quality of practices). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain in a constructive working relationship with nursing and other stake holder. Utilize human, material and physical resources efficiency and effectively. To do re-adjustment as required on shift to provide adequate nursing coverage. To maintain code of conduct for the public services and the professional body. To complete patient related data and partake in research. To do re-adjustment as required on shift to provide adequate nursing coverage. Assess suitability of equipment and consumable for specialized areas.
- ENQUIRIES** : should be directed to Ms D Duma Tel No: 039 833 9001-8
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x 506, IXOPO, 3276 For Attention: Human Resources Section, or to be Hand delivered to Human Resource Section, St Apollinaris Hospital, Creighton 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 (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, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job to be evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. 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. 09 December 2022

CLOSING DATE

:

POST 45/279

:

CLINICAL NURSE PRACTITIONER GRADE 1 OR 2 REF NO: SAP 16/2022 (X1 POST)

(This is a re-advertisement; candidates previously applied for the post should re-apply)

SALARY

:

Grade 1: R400 644 - R464 466 per annum
 Grade 2: R492 756 - R606 042 per annum
 Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)

CENTRE REQUIREMENTS

:

St Apollinaris Hospital (Mobile Clinic)
 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) Current registration with SANC (2022). Valid Driver's license. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview
 Experience **Grade 1:** 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 specialty 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. 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

:

Monitor and evaluate performance of Clinic staff according to set standards, norms targets and to ensure effective reporting. Understanding of challenges facing the Public Health Sector. Ability to plan and priorities issues and other work related matters and to comply with time frames. Ensure provision of Nursing Care through adequate supervision Provide nursing care that leads to

improved service delivery by maintaining client satisfaction. Screening diagnosis and treatment of patients. Ensure the efficient and effective control of surgical sundries pharmaceuticals, equipment and miscellaneous stores. Maintain accurate and complete patients' records according to legal requirements. Assist in compiling and updating of procedural guidelines. Assist Operational Manager in charge. Identify areas of improvement, problems etc. and communicate to Operational Manager. Co-ordinate of services with the institution and other services related to community health (NGO, CBO, CHW) Deal with grievances and Labour relations issues in terms of laid down procedures/policies. Ensure supervision, provision and basic patient's need. Evaluate and follow up patients during clinic visit Promote preventive and promote health for clients. Initiate treatment, implementation of programmes and evaluation of patient's clinical conditions. Attend and participate in doctor's visit. Provide Health Education of patients, staff and public.

- ENQUIRIES** : should be directed to Mr F Ntuli Tel No: 039/8339001-8
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x 506, Ixopo, 3276, or to be Hand delivered to Human Resource Section , St Apollinaris Hospital, Creighton on or before the closing date before 16:00.
- FOR ATTENTION** : Human Resources Section
- 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 (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, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job to be evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
- CLOSING DATE** : 09 December 2022
- POST 45/280** : **CLINICAL NURSE PRACTITIONER GRADE 1 OR 2 REF NO: SAP 16/2022 (X1 POST)**
Re-advertisement; candidates previously applied for the post should re-apply
Component: Riverside Clinic
- SALARY** : Grade 1: R400 644 - R464 466 per annum
Grade 2: R492 756 - R606 042 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)
- CENTRE** : St Apollinaris Hospital
- 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). Current registration with SANC (2022). Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. Experience: **Grade 1:** 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 specialty 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. 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

: Monitor and evaluate performance of Clinic staff according to set standards, norms targets and to ensure effective reporting. Understanding of challenges facing the Public Health Sector. Ability to plan and priorities issues and other work related matters and to comply with time frames. Ensure provision of Nursing Care through adequate supervision Provide nursing care that leads to improved service delivery by maintaining client satisfaction. Screening diagnosis and treatment of patients. Ensure the efficient and effective control of surgical sundries pharmaceuticals, equipment and miscellaneous stores. Maintain accurate and complete patients' records according to legal requirements. Assist in compiling and updating of procedural guidelines. Assist Operational Manager in charge. Identify areas of improvement, problems etc. and communicate to Operational Manager. Co-ordinate of services with the institution and other services related to community health (NGO, CBO, CHW) Deal with grievances and Labour relations issues in terms of laid down procedures/policies. Ensure supervision, provision and basic patient's need. Evaluate and follow up patients during clinic visit Promote preventive and promote health for clients. Initiate treatment, implementation of programmes and evaluation of patient's clinical conditions. Attend and participate in doctor's visit. Provide Health Education of patients, staff and public.

**ENQUIRIES
APPLICATIONS**

: should be directed to Mr F Ntuli Tel No: 039/8339001-8
 : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x 506, Ixopo, 3276 For Attention: Human Resources Section, or to be Hand delivered to Human Resource Section , St Apollinaris Hospital, Creighton 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 (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, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job to be evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. 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. 09 December 2022

CLOSING DATE : 09 December 2022

POST 45/281 : **CLINICAL NURSE PRACTITIONER GRADE 1 OR 2) REF NO: SAP 14/2022**
Component: Gateway Clinic

SALARY : Grade 1: R400 644 - R464 466 per annum
Grade 2: R492 756 - R606 042 per annum
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)

CENTRE REQUIREMENTS : St Apollinaris Hospital
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) Current registration with SANC (2022). Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview Experience Grade 1: 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 specialty 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. 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 : Monitor and evaluate performance of Clinic staff according to set standards, norms targets and to ensure effective reporting. Understanding of challenges facing the Public Health Sector. Ability to plan and priorities issues and other work related matters and to comply with time frames. Ensure provision of Nursing Care through adequate supervision Provide nursing care that leads to improved service delivery by maintaining client satisfaction. Screening diagnosis and treatment of patients. Ensure the efficient and effective control of surgical sundries pharmaceuticals, equipment and miscellaneous stores. Maintain accurate and complete patients' records according to legal requirements. Assist in compiling and updating of procedural guidelines. Assist Operational Manager in charge. Identify areas of improvement, problems etc. and communicate to Operational Manager. Co-ordinate of services with the institution and other services related to community health (NGO, CBO, CHW) Deal with grievances and Labour relations issues in terms of laid down procedures/policies. Ensure supervision, provision and basic patient's need. Evaluate and follow up patients during clinic visit Promote preventive and promote health for clients. Initiate treatment, implementation of programmes and evaluation of patient's clinical conditions. Attend and participate in doctor's visit. Provide Health Education of patients, staff and public.

ENQUIRIES APPLICATIONS : should be directed to Mr F Ntuli Tel No: 039/8339001-8
Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Private Bag x 506, Ixopo, 3276 or to be Hand delivered to Human Resource Section, St Apollinaris Hospital, Creighton on or before the closing date before 16:00.

FOR ATTENTION : Human Resources Section,

- 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 (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, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility who has a foreign qualification, which is the inherent requirement of the job to be evaluated by the South African Qualifications Authority (SAQA). Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
- CLOSING DATE** : 09 December 2022
- POST 45/282** : **PROFESSIONAL NURSE: SPECIALTY (ADVANCED MIDWIFERY AND NEONATAL SCIENCE) REF NO: MBO 13/2022) (X1 POST)**
- SALARY** : Grade 1: R400 644 – R464 466 per annum
Grade 2: R492 756 – R606 042 per annum
- CENTRE** : Mbongolwane District Hospital
- REQUIREMENTS** : **Grade 1:** Experience A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in General nursing **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable Experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 Years must be appropriate / recognizable experience after Obtaining the one year post basic qualification in Primary Health Care Senior certificate or equivalent qualification. Degree / Diploma in General Nursing and Midwifery. A post basic nursing qualification with duration of at least one year accredited with SANC in advanced Midwifery. Current registration with SANC as general nurse, midwifery and advanced midwifery. **Grade 1:** A minimum of four (4) years appropriate or recognizable experience in nursing and of which at least one (1) year of the period referred to above must be appropriate experience after obtaining the 1 year post basic qualification in Advanced Midwifery. **Grade 2:** A minimum of fourteen (14) years appropriate or 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 experience after obtaining the (1) year post basic qualification in Advanced Midwifery. Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service Policies. Knowledge of SANC rules and regulations. Good communication, leadership, interpersonal and problem solving skills. Computer literacy, Knowledge of Code of Conduct Labour relations, conflict management and negotiation skills. Ability to function well within a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and patient's rights charter. An updated knowledge of the priority programmes and the management thereof.
- DUTIES** : Assist with the implementation of the UN Millenium Development GOALS e.g. reducing child mortality and the saving mothers' initiative. Demonstrate effective communication with patients, supervisors other Health Professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably, at supervisory, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper and nursing service in the unit. Display a concern for patients, promoting,

advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate basic computer literacy as support tool to enhance service delivery. Oversee and co-ordinate the integration of MCWH. Assist in the monitoring of the implementation of EPMDs. Improve maternal and child health by initiating all the relevant programmes. Enhance the saving mothers programme. Assist with reduction of maternal and neonatal mortality and morbidity rates. Work as a team leader and oversee the maternity department in the absence of the Operational Manager or when the need arises. Knowledge of patient safety incidents and management thereof. Must be able to handle surgical and obstetrical emergencies. Take lead in peri-operative care delivery. Partake in the resuscitation and stabilizing of critically injured and ill patients. Participation in implementation of national core standards. Demonstrate a basic understanding of HR and financial policies and practices. Participate in clinical audits and data management meetings. Ensure accurate record keeping. Able to manage own work, time and that of junior colleagues to ensure proper and nursing service in the unit. Ensure self and staff development through in service training.

ENQUIRIES : Mrs BRS Ngxongo Tel No: 035 476 6242

APPLICATIONS : All applications should be posted to: The Chief Executive Officer, Mbongolwane Hospital, Private Bag x126, Kwa-Pett, 3280

FOR ATTENTION : Human Resource Manager

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

CLOSING DATE : 09 December 2022

POST 45/283 : **PROFESSIONAL NURSE-SPECIALTY STREAM REF NO: MURCH-IZING02/2022 (X2 POSTS)**

SALARY : Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

CENTRE : Murchison Hospital-Izingolweni PHC (MOU)

REQUIREMENTS : **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Midwifery. Certificate of service from previous and current employer endorsed and stamped by HR **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 speciality. Certificate of service from previous and current employer endorsed and stamped by HR 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 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 Analyze reports and utilize the information to improve the health status of women Ensure the implementation of saving mothers, saving babies recommendation Ensure the implementation of Antenatal and post-natal policy including PMTCT.

ENQUIRIES : Mr. LG Nyawo Tel No: 039-6877311 ext. 130
APPLICATIONS : All applications should be forwarded to: Chief Executive Officer, P/Bag X701, Portshepstone, 4240 or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. 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 : 09 December 2022

POST 45/284 : **CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE STREAM - REF NO: MURCH-IZING 03/2022 (X2 POSTS)**

SALARY : Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance

CENTRE : Murchison Hospital – Izingolweni Clinic
REQUIREMENTS : **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing. Certificate of service from previous and current employer endorsed and stamped by HR **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate

/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Certificate of service from previous and current employer endorsed and stamped by HR Senior Certificate, Degree / Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care, Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department on an official letterhead only when shortlisted. Knowledge, Skills and Competencies: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles Good interpersonal relationship skills and good listening skills Good communication and problem solving skills Co-ordination and planning skills Ability to relieve in the service areas Team building and supervisory skills Ability to formulate patient care related policies.

DUTIES

: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist the unit manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Promote preventive and promotive health for clients and the community in the clinic Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Must be able to handle obstetric and emergencies and high risk conditions Ability to plan and organise own work and that of support personnel to ensure proper nursing care in the clinic. To provide nursing care that leads to improve service delivery by upholding Batho Pele principles. Maintain clinical competencies by ensuring that scientific principles of nursing are implemented in the clinic. Supervision of patients and provision of basis patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutical environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observation of patients in the clinic. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care. Ensure proper utilization and safe keeping of basic medical, surgical pharmaceutical and stock.

**ENQUIRIES
APPLICATIONS**

: Mr LG Nyawo Tel No: 039-6877311 ext. 130
 : All applications should be forwarded to: Chief Executive Officer, P/Bag X701, Portshepstone, 4240 or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE

: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. 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

: 09 December 2022

<u>POST 45/285</u>	:	<u>CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE STREAM REF NO: MURCH-INTERIM 05/2022 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R400 644 per annum Grade 2: R492 756 per annum Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Murchison Hospital – Mobile Grade 1: Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing. Certificate of service from previous and current employer endorsed and stamped by HR Grade 2: Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Certificate of service from previous and current employer endorsed and stamped by HR Senior Certificate, Degree / Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care, Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department on an official letterhead (to be attached to application) Knowledge, Skills And Competencies Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles Good interpersonal relationship skills and good listening skills Good communication and problem solving skills Co-ordination and planning skills Ability to relieve in the service areas Team building and supervisory skills Ability to formulate patient care related policies.
<u>DUTIES</u>	:	Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist the unit manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Promote preventive and promotive health for clients and the community in the clinic Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Must be able to handle obstetric and emergencies and high risk conditions Ability to plan and organise own work and that of support personnel to ensure proper nursing care in the clinic. To provide nursing care that leads to improve service delivery by upholding Batho Pele principles. Maintain clinical competencies by ensuring that scientific principles of nursing are implemented in the clinic. Supervision of patients and provision of basis patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the rapeutical environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observation of patients in the clinic. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care. Ensure proper utilization and safe keeping of basic medical, surgical pharmaceutical and stock.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr LG Nyawo Tel No: 039-6877311 ext. 130 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) 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** : 09 December 2022
- POST 45/286** : **CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE STREAM REF NO: MURCH-MTHIM 06/2022 (X1 POST)**
- SALARY** : Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
- CENTRE** : Murchison Hospital – Mthimude Clinic
- REQUIREMENTS** : **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing. Certificate of service from previous and current employer endorsed and stamped by HR **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Certificate of service from previous and current employer endorsed and stamped by HR Senior Certificate, Degree / Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care, Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department on an official letterhead only when shortlisted Knowledge, Skills and Competencies: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles Good interpersonal relationship skills and good listening skills Good communication and problem solving skills Co-ordination and planning skills Ability to relieve in the service areas Team building and supervisory skills Ability to formulate patient care related policies.
- DUTIES** : Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist the unit manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Promote preventive and promotive health for clients and the community in the clinic Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Must be able to handle obstetric and emergencies and high risk conditions Ability to plan and organise own work and that of support personnel to ensure proper nursing care in the clinic. To provide nursing care that leads to improve service delivery by upholding Batho Pele principles. Maintain clinical competencies by ensuring that scientific principles of nursing are implemented in the clinic. Supervision of patients and provision of basis patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutical environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observation of patients in the clinic. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care. Ensure proper utilization and safe keeping of basic medical, surgical pharmaceutical and stock.
- ENQUIRIES** : Mr LG Nyawo Tel No: 039-6877311 ext. 130
- APPLICATIONS** : All applications should be forwarded to: Chief Executive Officer, P/Bag X701, Portshepstone, 4240 or Hand Delivered To: Human Resources Department Murchison Hospital
- NOTE** The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner

that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview. Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 01/2022 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. 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

09 December 2022

POST 45/287

: **CLINICAL NURSE PRACTITIONER (X15 POSTS)**

SALARY

: Grade 1: R400 644 – R646 466 per annum
Grade 2: R492 756 – R606 042 per annum
Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

CENTRE

: Madadeni Provincial Hospital
Osizweni Clinic 3 Ref No: MAD 06/ 2022 (X3 Posts)
Madadeni Clinic 5 Ref No: MAD 07/ 2022 (X2 Posts)
Madadeni Clinic 1 Ref No: MAD 08/ 2022 (X3 Posts)
Osizweni Clinic 2 Ref No: MAD 9/ 2022 (X1 Post)
Newcastle Clinic Ref No: MAD 10/ 2022 (X3 Posts)
Rosary Clinic Ref No: MAD 11/ 2022 (X3 Posts)

REQUIREMENTS

: Basic R425 Degree/ Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a professional nurse. A post basic qualification with a duration of at least 1 year in Clinical assessment, treatment and care. A minimum of 4 years appropriate/ recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. Knowledge, Skills, Training and Competencies Required: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies. Sound knowledge of the health programmes run at the PHC level. Sound knowledge of the National core Standards and data management.

DUTIES

: Demonstrate effective communication with patients, supervisory and other clinicians, including report writing and statistics. Assist the unit manager/ Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Implement and advocate for preventive and promotive health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ensure effective implementation of National Core Standards and Ideal Clinic Realisation. Supervision of patients and provision of basic patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the therapeutically environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor

performance and outcomes against the set targets and act on deviations. Ensure that programme specific data collected is timeous and accurate. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care. Refer patients promptly according to the set guidelines, protocols, policies. Ensure proper utilization and safe keeping of basic medical, surgical and pharmaceutical stock.

**ENQUIRIES
APPLICATIONS**

: Mr. R.S.M Ngcobo Tel No: 034 328 8137
: All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940

**FOR ATTENTION
NOTE**

: The Recruitment Officer
: 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 accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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. EE Target (African Male)

CLOSING DATE

: 09 December 2022

POST 45/288

: **CLINICAL NURSE PRACTITIONER REF NO: UNTU 17/2022**

SALARY

: Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th Cheque, Home Owner's Allowance (Employee Must Meet Prescribed) Requirements), Medical Aid (Optional) and 8% Rural Allowance
: Untunjambili Hospital (Umphise Clinic)

**CENTRE
REQUIREMENTS**

: Senior Certificate. Degree/Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse. Computer Literacy: MS Software. **Grade 1:** Grade 12 or Senior Certificate. A minimum of 4 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. One year Post Basic Qualification in Primary Health Care. **Grade 2:** A Minimum of 14 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing of which at least 10 years must be appropriate/ Recognizable experience after obtaining the one year post basic qualification in primary Health Care. One Year Post Basic Qualification in Primary Health Care. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing Principles. Good interpersonal relationship skills and good listening skills Good communication and problem solving skills .Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies.

DUTIES

: Conduct clinical training for staff member to rectify deviation from minimum standards as well as introducing the latest developments in health care service delivery. Conduct training of Home Based Care: DOTS and other community representatives and volunteers with the district. Develop & ensure implementation of nursing care plans. Assist Operational Managers to train community members at outreach rallies to further the health practices to the community at large. Adapt and modify training material to keep it current and maintain interest in the health care message being delivered thereby ensuring buy the audience. Assist with monitoring and evaluation activities and conduct research in conjunction with specialists to maintain training standards and remain current with international practices. Participate in clinical records audits. Utilize human, material and pharmaceutical resources effectively & efficiently.

Monitor client satisfaction by communicating with patients and relatives. Assist with the overall management & necessary support for the effective function of the unit. Provide safe & therapeutic environment as laid down by the Nursing Act, Occupational Health & Safety Act & all other applicable prescripts. Motivating staff regarding development in order to increase level of expertise and assist patients & families to develop a sense of self care. Provide administrative services such as providing accurate statistics for evaluation & future planning, identifying needs for financial planning & direct control of expenditure as an integral part of planning & organization. Demonstrate effective communication with patients, supervisors & other clinicians. Display a concern for patients, need & expectations according to Batho Pele Principles. Deputize the Operational Manager.

ENQUIRIES : Mrs NP Ngubane Tel No: 033-444 1707
APPLICATIONS : Applications should be forwarded to: Human resource Manager Private Bag X216, Kranskop, 3268.

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

CLOSING DATE : 09 December 2022

POST 45/289 : **CLINICAL NURSE PRACTITIONER (GATWAY CLINIC) REF NO: UNTU 18/2022 (X2 POSTS)**

SALARY : Grade 1: R400 644 per annum
 Grade 2: R492 756 per annum
 Other Benefits: Medical Aid (Optional). 13th Cheque, Housing: Allowance (Employee must meet the prescribed requirements) Plus 08% Rural Allowance

CENTRE : Untunjambili District Hospital
REQUIREMENTS : Senior certificate STD 10/ (Grade 12), Basic R425 Diploma / Degree in General Nursing and Midwifery. A post basic qualification in Clinical Science, Health Assessment, Treatment and Care (PHC). Registration with SANC as a General Nurse, Midwife and Primary Health Care. A minimum of four years appropriate/recognisable experience as a General Nurse. **Grade 1.** A Certificate of service (work experience) which obtainable from Human Resource Department. **Grade 2** Matric (National Senior Certificate. Degree/Diploma in Nursing Science and Midwifery Plus one year post basic qualification Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) Plus; a minimum of 14 years appropriate/recognizable nursing

experience after registration as a General Nurse with SANC of which 10 years must be appropriate/recognisable PHC experience after obtaining a one year basic qualification in Primary Health Care. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Knowledge in nursing care process and procedures, nursing statutes and other relevant legal frameworks. i.e. Nursing Act, Health Act, Occupational Health & Safety Act, Patients' Rights Charter & Batho Pele Principles. Leadership, Organizational, decision making and problem solving abilities within limit of the public sector & institutional framework. Interpersonal skills including public relations, negotiating conflict handling and counselling skills Act, Public Service Act, Regulations & Labour Relations Act. Good communication, report writing, facilitation, co-ordination & leadership skills as well as computer skills.

DUTIES

: Provide quality comprehensive Primary Health care by promoting preventive, curative and rehabilitative services for the clients and community. Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise & assist patients and families to develop a sense of self care. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according Batho Pele Principles. Facilitate implementation of Ideal Clinic concept. Implement NCS within the facility. Conduct facility status determination. Update Ideal website to maintain status achieved. Capture complaints, PSI and waiting times on the website. Implement IPC within the facility. Deputize Operational Manager and take over his/her duties when not on duty.

ENQUIRIES

: Mrs NP Ngubane Tel No: 033-444 1707

APPLICATIONS

: Applications should be forwarded to: Human resource Manager, Private Bag X216, Kranskop, 3268

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

CLOSING DATE

: 09 December 2022

- POST 45/290** : **PHYSIOTHERAPIST GRADE 1-3 REF NO: UNTU 19/2022 (X1 POST)**
Component: Medical
- SALARY** : Grade 1: R332 427 per annum
Grade 2: R389 754 per annum
Grade 3: R459 126 per annum
Other Benefits: 13th Cheque, Medical Aid Housing Allowance (Employee Must Meet Prescribed Requirement) Rural Allowance: 12%
- CENTRE REQUIREMENTS** : Untunjambili Hospital
: National Senior Certificate. An appropriate tertiary qualification as a Physiotherapist, Registration certificate with HPCSA as a Physiotherapist: Independent Practice. Current registration with HPCSA as a Physiotherapist: Independent Practice (2022/2023 receipt). Certificate of service endorsed by Human Resource Department. **Grade 1** Registration with HPCSA as a Physiotherapist. No experience required. **Grade 2:** Ten (10) years' experience after registration with HPCSA as a Physiotherapist. **Grade 3:** Twenty (20) years' experience after registration with HPCSA as a Physiotherapist. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes, and Abilities: Sound knowledge of Physiotherapy diagnostic & therapeutic procedures. Knowledge on use and care of equipment. Good knowledge on scope of practise, ethical codes & relevant legislation. Clinical reasoning and decision-making skills. Ability to work within a multidisciplinary team. Good organisation and time management skills. Excellent communication and interpersonal relations (Basic understanding and ability to speak a commonly spoken official language will be an addition advantage). Basic supervisory skills. Skills in management of patients with cerebral palsy/neurological conditions would be an advantage.
- DUTIES** : Comprehensive assessment of all patients using correct diagnostic and therapeutic techniques. Development of appropriate treatment programme for patients. Provision of appropriate mobility and seating devices to patients. Recording of clinical findings and discussions of patients files. Practice holistic management of patients by referring to appropriate disciplines. Maintain statistics for clinical and non-clinical tasks. Serve as representative on committees such as IPC, OHS, resuscitation etc. as allocated by supervisor. Participate in Quality Improvement of the physiotherapy department and institution as requested. Involvement in monitoring and evaluation programmes of the physiotherapy department such as clinical and documentation audits, leave and attendance audits, NCS, ideal hospital assessment etc. Participate in regular performance management assessment. Participate in staff development activities e.g. CPD, in-service training, case presentations etc., - Ensure safety and security of equipment and consumable resources of the department.
- ENQUIRIES** : Dr A Subrati Tel No: 033-444 1707
- APPLICATIONS** : Applications should be forwarded to: Human resource Manager Private Bag X216, Kranskop, 3268.
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must

accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 09 December 2022
- POST 45/291** : **CLINICAL TECHNOLOGIST (CARDIOLOGY) GRADE 1/2/3 REF. NO: NGWE 63/2022**
- SALARY** : Grade 1: R332 427 – R378 318 per annum
 : Grade 2: R389 754 – R445 665 per annum
 : Grade 3: R459 126 – R557 184 per annum
 : Other Benefits: 13th Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional.)
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Clinical Technologist (Cardiology). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Technologist (Cardiology) **Grade 1**: No experience required after registration with the Health Professional Council of South Africa (HPCSA) as Clinical Technologist in respect of RSA qualified employees who performed Community Service, as required in South Africa. One-year experience after registration with the Health Professional Council of South Africa as a Clinical Technologist in respect of foreign qualified employees of whom it is not required to perform Community Service, as required in South Africa. **Grade 2**: A minimum of ten (10) years relevant experience after registration with the Health Professional Council (HPCSA) as a Clinical Technologist in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of eleven (11) years relevant experience after registration with the Health Professional Council (HPCSA) as a Clinical Technologist in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. **Grade 3**: A minimum of twenty (20) years relevant experience after registration with the Health Professional Council (HPCSA) as a Clinical Technologist in respect of RSA qualified employees who performed Community Service, as required in South Africa. A minimum of twenty one (21) years relevant experience after registration with the Health Professional Council (HPCSA) as a Clinical Technologist in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills, Attributes and Abilities: Sound knowledge of echocardiology. Knowledge of general medical equipment. Good verbal and written communication skills. Interpersonal and team building skills. Ability to work under pressure and independently.
- DUTIES** : Render quality echocardiology services to patients. Perform stress ECG's, carotid Doppler and holter monitoring. Perform any other duties relevant to the work situation which may be allocated by the Supervisor. Provide relief duties as and when required and 24 hour coverage for emergencies. Participate in the teaching programme for all personnel within the department. Maintain accurate records and statistics of patients attended to.
- ENQUIRIES** : Dr. RS Moeketsi Tel No: 035 901 7260
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880
- FOR ATTENTION** : Mr MP Zungu
- NOTE** : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate

with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.

- CLOSING DATE** : 09 December 2022
- POST 45/292** : **SOCIAL WORKER REF NO: UNTU 20/2022 (X1 POST)**
Component: Medical
- SALARY** : Grade 1: R269 301 per annum
Grade 2: R331 191 per annum
Other Benefits: 13th Cheque, Medical Aid Housing Allowance (Employee Must Meet Prescribed Requirement)
- CENTRE** : Untunjambili Hospital
- REQUIREMENTS** : Grade 12 or Senior Certificate. Bachelor's Degree of Social Work. Registration with the South African Council for Social Services Professions. All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. **Grade 1:** Registration with the South African Council for Social Service Profession. No experience required. **Grade 2:** ten (10) years' experience after registration with the South African Council for Social Service Profession as a Social Worker. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Sound knowledge and understanding of Human Behaviour. Time Management, Policy Development, Counselling, Tact and Diplomacy, Planning and Organising Skills. Good interpersonal relations, communication, facilitation, presentation and report writing, innovation skills. Advisory, Monitoring & Evaluation Interpretation, Policy analysis & research. Ability to work under pressure with good tact and diplomacy. Sound professional and ethical behaviour including professionalism, team orientation, reliability, integrity confidentiality, etc.
- DUTIES** : Render social work service with regard to the care, support, protection and development of vulnerable, groups, families and communities through the relevant programmes. Attend to any other matters that could result in, or stem from, social instability in any form. This will include the following actions:- Conduct assessment aimed at identifying conditions of individuals, groups' families and communities that justify relevant interventions. Identify and make recommendations on the appropriate interventions required to address the identified conditions. Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically. Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities. Monitor and evaluate effectiveness of the recommended interventions, report on progress and identify further/amended intervention to address the identified conditions Study, interpret, apply and give information on legislation and policies in the identified work field to social auxiliary workers

, Volunteers and other role players/ stakeholders Perform all the statutory functions applicable to the relevant function, compile courts Reports and attend to court enquiries and the other task emanating from the courts Produce and maintain records of Social Work interventions, process and out comes Support Social auxiliary workers and volunteers. Keep up to date with new development in the Social work and Social welfare fields. This would, inter alia, entail the following: Study Professional journals and publications in order to ensure that cognizance is taken of new developments. Monitor and study social services legal and policy framework continuously. Liaise/attend meetings with other departments and non-governmental institutions to take cognizance of the latest development in the relevant fields .Undertake first level Social work research and development. Engage in continuous professional development activities as prescribed.

**ENQUIRIES
APPLICATIONS**

: Dr A Subrati Tel No: 033-444 1707
: Applications should be forwarded to: Human resource Manager Private Bag X216, Kranskop, 3268.

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

CLOSING DATE

: 09 December 2022

POST 45/293

: **FINANCE CLERK SUPERVISOR REF NO: NGWE 64/2022**
Department: Budget and Expenditure Control

SALARY

: R269 214 – R317 127 per annum. Other Benefits: 13th Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)

**CENTRE
REQUIREMENTS**

: Ngwelezana Tertiary Hospital
: Senior Certificate / Grade 12. Three (3) to five (5) years' experience in Budget and Expenditure Control. Knowledge, Skills, Attributes and Abilities In-depth knowledge of budgeting control and financial management area of operation and associated processes. Good knowledge of Public Finance Management as well as relevant Acts and Regulations. Interpersonal and problem solving skills. Good organizational and planning skills and ability to make independent decision. Knowledge of departmental and transversal systems e.g. (BAS and Vulindlela). Ability to plan, organize, build team spirit and meet deadlines. Knowledge of MS office Software applications.

DUTIES : Authorize commitments, payments, receipts and journals on BAS. Draw, analyze and present financial reports. Monitor spending trend and institute corrective measures e.g. journaling process and virements. Manage suspense accounts and maintain debt file. Consolidate financial monthly and quarterly reports. Identify risks and institute control measures to minimize financial risks in all departments. Monitor and Assess finance staff performance as per EPMS requirements.

ENQUIRIES : Mr. TV Nxumalo Tel No: 035-901 7043

APPLICATIONS : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.

FOR ATTENTION : Mr MP Zungu

NOTE : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.

CLOSING DATE : 09 December 2022

POST 45/294 : **HUMAN RESOURCES PRACTITIONER: LABOUR RELATIONS REF NO: GAM CHC 13/2022**

SALARY : R269 214 per annum. Other Benefits 13th Cheque Medical Aid (Optional) GEHS (employee must meet prescribed requirements)

CENTRE : Gamalakhe CHC

REQUIREMENTS : Grade 12 Certificate or equivalent. National Diploma/Degree in Human Resource Management/Public Administration/Management. Two years' experience in employee relations. Valid code 08 driver's license. Computer Literacy (MS Word, Excel, PowerPoint, MS Outlook) The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Recommendation: PERSAL Training Knowledge, Skills and Competencies Extensive knowledge and understanding of Human Resource Management with emphasis on staff relations and Human Resource Development Broad knowledge and understanding of Human Resource Management legislation i.e. Labour Relations Act, Basic conditions of Employment act, Grievance and Disciplinary procedures etc. Investigating

skills Good communication skills (verbal and writing) Good report writing and presentation skills.

DUTIES : Manage the day to day functioning of Staff Relations. Promote and maintain sound staff relations within the hospital and satellite clinics. Ensure adherence to the Labour Relations Act and other legislative prescripts. Deal with grievances, discipline and misconduct cases in terms of the laid down policies and procedures. Deal with all forms of incapacity that have a negative impact on the workforce productivity. Participate in the development and implementation of staff relations strategies and policies. Investigate and preside over disciplinary enquiries. Provide expert advice to management and supervisors on the implementation of staff relations issues. Identify gaps and provide in service training and workshops to managers and staff on employee relations issues.

ENQUIRIES : Ms. Z.A. Mthembu Tel No: 039-318 1113

APPLICATIONS : All applications should be forwarded to: The HR Manager Gamalakhe Community Health Centre Private Bag X 709, Gamalakhe, 4249

FOR ATTENTION : Human Resource Department

CLOSING DATE : 09 December 2022

POST 45/295 : **HUMAN RESOURCE OFFICER SUPERVISOR REF NO: BETH09/2022**

SALARY : R269 214 per annum, (all –inclusive package). 13th Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).

CENTRE : Bethesda District Hospital - (Kwa Zulu - Natal)

REQUIREMENTS : Senior Certificate or Equivalent. 3-5 years' experience in Human Resource Practices. The following knowledge, skills, training and competencies required: Knowledge of Public Service prescripts and Human Resource Management policies. Broad knowledge of PERSAL system. Knowledge of computer software i.e. MS Word, Excel, Power Point, Outlook etc. Ability to maintain high level of confidentiality. Sound management, negotiation, interpersonal, communication (written and verbal), Problem- solving and Supervisory skills. In depth knowledge of Human Resource Practices and Labour Relations. Ability to draw and analyse PERSAL reports. Strong leadership ability.

DUTIES : Advise management on matters relating to Human Resource Practices. Manage day to day functioning of Human Resource Practices. Ensure that the employment practices i.e. selection, recruitment and appointment verification of qualifications, transfer are in accordance with the laid down policies and procedures, and ensure quality of work. Supervise the processing of payment of exit benefits for staff exiting the public Service and ensure the payment of all fridge benefits and allowances is done as per policies. Formulate internal policies and procedure and ensure implementation thereof. Check, approve PERSAL transaction according to delegations. Manage and maintain staff records on leave, PILLIR, Housing, Injury on duty and related matters. Prepare reports on human resource administration issues and statistics. Exercise direct control and supervision of staff and apply discipline.

ENQUIRIES : Dr T.C Ngwenya Tel No: (035) 595 3106

APPLICATIONS : The Human Resources Manager, Bethesda Hospital, Private Bag X 602 Ubombo 3970. Hand delivered applications may be submitted at Human Resources office, Bethesda Hospital, Ubombo Main Road.

NOTE : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (Beth 09/2022). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification form the Company Intellectual Property Commission (CIPC). (The

institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s)

- CLOSING DATE** : 09 December 2022
- POST 45/296** : **HUMAN RESOURCE PRACTITIONER (HRD AND PLANNING) REF NO: BETH 8/2022**
- SALARY** : R269 214 per annum, (all –inclusive package). 13th Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
- CENTRE** : Bethesda District Hospital - (Kwa Zulu - Natal)
- REQUIREMENTS** : Matric certificate, Degree / National Diploma in Human Resource Management / Training Management /HRD. At least one (01) year experience in Human Resource Development. The following knowledge, Knowledge and understanding of Human Resource Management with emphasis on Human Resource Planning and Development In-depth knowledge of all relevant legislations, prescripts and white papers in Human Resource Management Adequate communication (verbal and written), interpersonal and problem solving skills Ability to maintain high level of confidentiality Ability to plan and prioritize in the execution of daily tasks Sound knowledge of legislation, policies and procedures Knowledge of PERSAL, Computer literacy, MS Software applications.
- DUTIES** : Coordinate the development, implementation, and evaluation of Human Resource, Employment Equity and Workplace Skills Plans. Ensure proper implementation of EPMDS for all staff. Prepare and submit monthly, quarterly and annual training reports. Co-ordinate the implementation of all training programmes. Facilitate the logistics for Institutional Health Education Training and Development Committee meetings (IHETDC) and other meetings pertaining to the scope of work.
- ENQUIRIES** : Dr T.C Ngwenya Tel No: (035) 595 3106
- APPLICATIONS** : The Human Resources Manager, Bethesda Hospital, Private Bag X 602 Ubombo 3970. Hand delivered applications may be submitted at Human Resources office, Bethesda Hospital, Ubombo Main Road.
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (Beth 09/2022). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s)
- CLOSING DATE** : 09 December 2022

DEPARTMENT OF SOCIAL DEVELOPMENT

- APPLICATIONS** : Direct or hand deliver applications to the addresses as indicated below: - For Head Office: Department of Social Development, Private Bag X9144, Pietermaritzburg, 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg, 3200
- FOR ATTENTION** : Ms PN Mkhize
- CLOSING DATE** : 09 December 2022, (Applications received after this date will not be accepted)

NOTE

: The content of this circular must without delay be brought to the attention of all potential applicants. Applications must be forwarded to the relevant address. Applications must indicate the reference number of the post applied for and the Centre using a new Z83 form (which must be completed in a manner that allows a selection committee to assess the quality of the candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration) which is effective from 01 January 2021 obtainable from any Public Service Department and should be accompanied by a detailed/comprehensive Curriculum Vitae. NB: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed Z83 and a detailed curriculum Vitae. Only shortlisted candidates will be required to submit certified documents on or before the date of the interview following communication from Human Resources. This is a Re-advertised post, applicants who previously applied are encouraged to re-apply. Under no circumstances will faxed or e-mailed applications be accepted. The Department is an Equal Opportunity Affirmative Action employer and is committed to empowering people with disability. Appointment is subject to a positive outcome obtained from State Security on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). The employment is subject to signing of the employment contract and annual performance agreement. The successful candidates will be required to undergo security clearance, competency based assessment, technical assessment, SMS Pre-entry certificate (Nyukela) is a prerequisite for all SMS posts using the link <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> and to disclose financial interests in accordance with relevant prescripts. Candidates will be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful.

MANAGEMENT ECHELON

POST 45/297

: **CHIEF FINANCIAL OFFICER REF NO: DSD01/04/2022HO**
(Re-advertisement)

SALARY
CENTRE
REQUIREMENTS

: R1 308 051 per annum (Level 14), (all-inclusive remuneration package)
: Head Office, Pietermaritzburg
: Qualifications: A Bachelor's Degree (NQF -Level 7) in Accounting/ Financial Management); A minimum of 5 years' experience at a Senior Management Level in the financial management environment; A valid driver's license. Knowledge: Extensive knowledge and understanding of the Public Finance Management Act; Treasury Regulations; Generally Recognized Accounting Practice; Supply Chain Management Practices and Procedures, Instruction Notes; Preferential Procurement Policy Framework Act; Broad Based Black Economic Empowerment Act; Construction Industry Development Board; Government Immovable Asset Management Act(GIAMA)Constitution of the Republic of South Africa; Public Service Act and Regulations; Labour Relations Act, Employee Performance Management and Development System, Skills/ Core Competencies: Strategic capability and leadership; People management and empowerment; Financial management; Change management; Service delivery innovation; Programme and Project management; Team building/motivation; Problem solving and analysis; Policy analysis and development; Computer literacy; Communication, Presentation and Negotiation.

DUTIES

: Ensure effective and efficient management of Financial Accounting Services; Ensure effective provisioning of Management Accounting Services; Manage the provisioning of financial reporting and internal control services; Ensure the provision of Supply Chain Management services; Ensure the provision of infrastructure management; Ensure the development and implementation of policies; Provide leadership and strategic direction to the Chief Directorate and inputs to the Department; Manage resources of the Chief Directorate.

ENQUIRIES

: Mrs NI Vilakazi Tel No: (033 264 5402)

DEPARTMENT OF TRANSPORT

The Provincial Administration of KwaZulu-Natal is an equal opportunity affirmative action employer

- APPLICATIONS** : Address: Forward your application, quoting the relevant reference number to: Recruitment & Selection Section, Human Resource Practices Directorate, Private Bag X 9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg.
- CLOSING DATE** : 09 December 2022 (at 16h00). Applications received after the closing date and time will not be considered.
- NOTE** : Applications must be submitted on the NEW Application for Employment Form, Z83 (obtainable on the internet at www.gov.za/documents). Applicants are advised that all fields of the new Z83 form are compulsory to complete and that the signature of the applicant is mandatory. Should an application be received using the incorrect application for employment (Z83) or the application is not completed in full, initialled and signed, such application will not be considered. The fully completed and signed Z83 must be accompanied by a detailed comprehensive CV. Kindly take note that only shortlisted candidates will be required to provide certified copies of required documents on or before the date of the interviews following communication from Human Resources. Curriculum Vitae (CV) dates of starting and leaving employment must be given as DD/MM/YY. Failure to comply with these instructions will lead to applications being disqualified. Should an applicant wish to apply for more than one post, separate applications must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must provide a copy of their Permanent Residence Permits if shortlisted for an interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such if shortlisted for an interview. Under no circumstances will faxed or e-mailed applications be accepted. Receipt of applications will not be acknowledged due to the volume of applications and should you not receive an invitation to attend an interview within three (3) months of the closing date should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. Prior to appointment being made to an SMS post, the appointee must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. The Senior Management Pre-Entry Programme, which is a public service specific training programme applicable to all applicants who aspire to join the SMS, is to ensure that potential SMS members have a background on processes and procedures linked to the SMS. The duration of the online Pre-Entry Programme is 120 notional hours (15 days). Full details may be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Shortlisted candidates will be required to submit an original SAP91 form with their fingerprints on the day of their interview. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department of Transport reserves the right not to fill the advertised post(s) at any stage of the recruitment process.

MANAGEMENT ECHELON

- POST 45/298** : **CHIEF FINANCIAL OFFICER REF NO: P 08/2022**
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.
- SALARY** : R1 308 051 per annum, (all Inclusive, flexible remuneration package)

**CENTRE
REQUIREMENTS**

: Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
: An undergraduate qualification in Accounting or Financial Management or Corporate Administration (NQF Level 7) as recognised by SAQA; plus A minimum of 5 years' experience at a senior managerial level in Financial Management; plus, Possession of a valid driver's license (minimum Code B).
Knowledge, Skills and Competencies Required: Knowledge of the Republic of South African Constitution. Knowledge of the Public Service Act, Public Service Regulations and Public Finance Management Act. Knowledge of Treasury Regulations. Knowledge of the Labour Relations Act. Knowledge of the Employee Performance Management and Development System. Knowledge of Supply Chain Management Practices and Procedures. Knowledge of Construction Industry Development Board. Knowledge of Broad Based Black Economic Empowerment Act. Knowledge of Instruction Notes. Knowledge of Preferential Procurement Policy Framework Act. Knowledge of Government Immovable Asset Management Act (GIAMA). Strategic Capability and Leadership skills. People Management and Empowerment skills. Programme and Project Management skills. Financial Management skills. Change Management skills. Knowledge Management skills. Service Delivery Innovation skills. Problem Solving and Analysis skills. Client Orientation and Customer Focus skills. Communication, Presentation and Facilitation skills. Computer literacy. Driving skills. The ideal candidate should be innovative, time-frame driven and value diversity. He / she should also have integrity, be reliable and have the ability to work under pressure.

DUTIES

: Ensure provisioning of financial and management accounting services. Develop internal controls and governance services. Manage stores and assets in order to ensure safeguarding of departmental assets and consumables. Ensure the provision of supply chain management services. Ensure the development and implementation of policies. Manage the resources of the Chief Directorate.

**ENQUIRIES
FOR ATTENTION
NOTE**

: Mr JS Mbhele Tel No: 033 – 355 8808
: Mr C McDougall
: It is the intention of this Department to consider equity targets when filling this position.