

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

MANAGEMENT ECHELON

<u>POST 46/490</u>	:	<u>CHIEF DIRECTOR: BUDGET PLANNING, MANAGEMENT AND CONTROL REF NO: G111/2022</u> Cluster: Financial Management
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 308 051 per annum (Level 14), (an all Inclusive salary package)
	:	Head Office: Pietermaritzburg
	:	An undergraduate qualification (NQF 7) as recognised by SAQA business Administration/Management or Public Administration/Management/Public Health. Five (5) years Senior Management experience in a Strategic Management Services environment unendorsed valid Code B driver's licence (Code 08). Knowledge, Skills, Training and Competencies required: Public Financial Management and other related Act, Regulations, Frameworks, Prescriptions and Directives. Human Resource and other related Acts, Regulations, Frameworks, Prescriptions and other Directives. IGR Framework Act, Regulations, Frameworks, Prescripts and Directives. National Health Act, Regulations, Frameworks, Prescripts and Directives. KwaZulu- Natal Health Acts, Regulations, Frameworks, Prescripts and Directives Public Service Act and Regulations. Financial Management. Project Management. Information Management. Organising. Analytical. Motivation. Presentation. Computer skills – MS Office suite. Human resource Management. Strategic Management. Planning. Negotiation. Communication – written and oral. Conflict Management. Leadership. Problem Solving.
<u>DUTIES</u>	:	Ensure the provisioning of budget and management accounting services to budget holders to ensure that the financial goals and objectives of the department are achieved: Manage the provisioning of transversal advice, guidance and best practices. Ensure that budget allocations are captured on BAS at the beginning of the financial year. Oversee analysis of expenditure trends to check if budgetary allocations are in line with envisaged output performance priorities and targets. Ensure preparations of quarterly reports on expenditure, projected expenditure and performance indicators for provincial and national Treasury. Manage the development and planning of departmental budgetary processes in line with provincial Treasury Requirements: Ensure or oversee the planning and plan the department's annual budget process/compilation. Ensure the department's budget with determine compliance to policies and the principles and credibility. Oversee and determine annual budget allocation per function. Oversee focus of the Medium Term Expenditure Framework and annual budget process. Ensure the alignment of budgeting and planning processes (align the budget to the Annual Performance Plan (APP) Manage and oversee Conditional Grant allocation in line with the Division of Revenue Act: Ensure the analysis of the in Year Monitoring (IYM) on monthly basis. Manage the implementation of National, Provincial and Department Frameworks/Policies. Ensure the prepare the budget as per the Standard Chart of Accounts (SCOA) items per Programmes. Ensure prepare the Medium Term Framework (MTEC) database for submission. Ensure the effective, efficient and economical Management and Utilization of resources allocated to the Financial Cluster as outlined in the legislative framework for good governance: Ensure effective, efficient and economical management of allocated resources of the division. Manage the financial resources. Manage the Human resources. Manage the allocated assets. Provide Strategic Management, Planning, Monitoring, Evaluation, Leadership and directions. Manage potential risks and mitigation strategies. Monitor and ensure that the whole Chief Directorate is in compliance with the dictates of the PFMA and other Governance Regulations.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr K Vilakazi Tel No: 033 395 3238
	:	All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051, Pietermaritzburg, 3200 Or Hand Deliver to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower.
<u>FOR ATTENTION</u>	:	Mr. A Memela

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV Only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. **NB:** For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for a SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/>. Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. **NB:** All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview.

CLOSING DATE : 19 December 2022

OTHER POSTS

POST 46/491 : **HEAD CLINICAL UNIT (MEDICAL): ANAESTHETIC & CRITICAL CARE SERVICES REF NO: EMP21/2022**

SALARY : Grade 1: R1 807 380 – R1 918 284 per annum. Salary package: (all-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)

CENTRE REQUIREMENTS : Queen Nandi Regional Hospital (Empangeni)
 : The appointment to Head Clinical Unit (Medical): Grade 1, requires appropriate qualification (Specialist in Anaesthetics). Registration certificate with HPCSA, plus 5 years' experience after registration with HPCSA as a Medical Specialist in Anesthetics. HPCSA current registration (2022) (annual registration card). Knowledge, Skills, Attributes and Abilities: Possess sound knowledge of Human Resources Management, budgeting, programme, planning, implementation and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service legislation, regulations and policies including medical ethics, epidemiology and statistics. Good communication skills, leadership, decision making and clinical skills. Sound knowledge of clinical procedures and protocols. Assessment and management of critical ill patients. Have the ability to evaluate new technologies and decide on the cost effective implementation thereof. Ability and experience in teaching, research and administration. Willingness to provide after hour specialist services.

DUTIES : Effective overall management of the service, their organization and monitoring to identify needs and to formulate and implement staffing and health care programmes. Provision of consultative service. Development of and implementation of guidelines, protocols and clinical audits, revising as needed,

to optimize patient care within available resources. Management and control of equipment. Optimize use of Human and other resources. Strategize and implement outreach programmes. Actively involved in undergraduate and postgraduate academic programmes in conjunction with UKZN.

**ENQUIRIES
APPLICATIONS**

: Dr M Samjowan Tel No: 035 907 7008
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.

**FOR ATTENTION
NOTE**

: Deputy Director Human Resources Mr SM Ndabandaba Tel No: 035 9077011
: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must be available for interviews at a date and time determined by the KZN Department of Health. 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). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). 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. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due to severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior to the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

CLOSING DATE

: 21 December 2022

POST 46/492

: **MANAGER MEDICAL SERVICES GRADE 1 REF NO: RCH05/2022 (X1 POST)**
Re- advertisement

SALARY

: R1 227 225 per annum. Additional Benefits: all-inclusive salary packages (This inclusive package consists of 70% of basic salary of 30% flexible portion that can be structured in terms of the applicable rules). Commuted Overtime (subject to approval), Plus 18% Rural Allowance.

**CENTRE
REQUIREMENTS**

: Richmond Hospital
: Matric (Grade 12). Appropriate qualification in the Health Sciences (MBCHB). Current registration and registration certificate with HPCSA as a Medical Practitioner. A minimum of 6 years' experience after registration with HPCSA as a Medical Practitioner. Registration as an independent Practitioner with HPCSA. NB: Certificate of service stating the relevant experience endorsed by HR will be requested only when shortlisted. Recommendations: Two years' experience must be in management or supervision. Knowledge, Skills and Competencies Required: Ability to diagnose and manage common medical problems including emergencies, obstetrics and gynaecology. Surgical skills Knowledge of the relevant Acts, Policies and regulations administered by KZN Department of Health. Sound knowledge of the District Health System. Sound clinical knowledge and experience. Good communication, leadership, decision

making, team building and motivation skills, computer literacy. Knowledge of EPMDS. Leadership, managerial and supervisory skills. Financial management.

DUTIES : Ensure that provision of safe, ethical, legal and high quality medical care. Provide support and supervision to all Medical and Allied staff. Implement strategic health programmes .Strengthen health systems effectively and enhance management of health facilities. Manage and facilitate the formulation of medical service policies and procedures of the institution and ensure that these are in line with statutory regulations and code of ethics. Ensure the provisions of protocols and guidelines to doctors at the correct level. Participate in the Quality improvement Programme of the department and ensure policies and procedures are followed. Conduct clinical audit. Liaise with Health District and the KZN Department of Health. To ensure that cost- effective service delivery is maintained within the hospital. Maintain discipline and deal with grievances and Labour Relations issues in terms of the laid down procedures and policies. Perform clinical and non-clinical duties. To manage the performance of employees. Complaints management. Provide a full package of service including after hours. Ensure compliance with IDEAL HOSPITAL. Manage and control allocated material, financial and human resources .Develop a monitoring and evaluation system with performance indicators, outputs, outcomes and target in agreement with institutional management .Provide continuous medical coverage to all PHC facilities within the sub-district. Be active part of institutional management team.

ENQUIRIES : Mrs. SR Ranjoomia Tel No: (033)-212 2170
APPLICATIONS : All applications to be posted to: The Acting Chief Executive Officer, Richmond Hospital Private Bag X 133, Richmond, 3780.

FOR ATTENTION : Mrs. Ranjoomia
NOTE : For Attention Note: The applicants must include only completed and signed new Z83, Obtained 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 Documents, Senior Certificate, and the highest required qualification as well as driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview. Applicants who applied before are also welcome to re-apply. Employment Equity Target will be considered.

CLOSING DATE : 23 December 2022

POST 46/493 : **CLINICAL MANAGER MEDICAL REF NO: EGUM 07/2022 (X1 POST)**

SALARY : Grade 1: R1 227 255 – R1 362 603 per annum, (70 % inclusive package). Plus 13th cheque / service bonus plus rural allowance 18% plus Home owners allowances: Employee must meet prescribed requirements plus Medical Aid (Optional)

CENTRE : E G & Usher Memorial Hospital
REQUIREMENTS : Senior Certificate or Grade 12 certificate or equivalent. MBChB Degree or equivalent qualification. Current registration certificate with Health Professions Council of South Africa (HPCSA) as Medical Practitioner. At least Four (4) years' experience as a Medical Officer after registration as Medical Practitioner with Health Professions Council of South Africa (HPCSA). Current and previous experience endorsed and stamped by Human Resource (Not the Z17 Certificate of Service). Applicants are not required to submit copies/attachments/ proof/certificates/ID/Driver license/qualifications on application. Only shortlisted applicants will be requested to bring originals of qualifications, Identity document / proof of registration for related council, as required in the advert. Recommendation: Diploma in HIV Management or equivalent e.g. MPH/Specialist. Valid driver's license code EB. Knowledge, Skills, Training And Competencies Required: Knowledge of Health Legislation and Policies at Public Institution. Excellent human, communication and leadership skills. Sound knowledge and clinical skills. Ability to develop policies. Ability to diagnose and manage common medical problems including emergencies in major disciplines. Surgical skills. Sound knowledge of Human Resource Management, Information Management and Quality Assurance programme. Sound Medical Ethics and emphasis on budget control, epidemiology and statistics. Sound teaching and supervisory. Ability to manage HIV / AIDS, and TB Comorbidity in adult and children (PMTCT included).

DUTIES

: Deputise the medical manager and chairing of meeting related to good clinical governance in the hospital. Management of common medical, pediatrics, surgical, obstetrical and gynecological conditions and procedures performed in a district hospital and also administration of general anaesthesia. General relief to other departments, in the absence of the medical officer in charge. Providing a holistic patient care, inclusive of preventive measures, treatment and rehabilitation. Assist with human resource development for medical staff. Ensuring the development, maintenance and updating of clinical procedures. Ensuring effective utilization of all resources in the clinical field within the sphere of functioning. Provide guidance, training, evaluation and mentorship of junior medical staff. Provide expert advice of a professional management nature, particularly in the management of HIV, STI and TB for the population of the sub-district. Ensure the provision of protocols and guidelines to doctors/multidisciplinary team members. Provision of quality care, existing team members with quality assurance, quality improvement projects, mobility and immortality reviews, monthly audits, development of clinical guidelines and policies. Ensure the provision and support of outreach/PHC service, particularly the HAST services. Drive the procurement process for the medical equipment. Formulate strategies plan in keeping with the HAST requirement of the hospital as guided by the national and provincial Department of Health.

ENQUIRIES

: Dr NF Mxhalisa Tel No: 039 - 797 8100

APPLICATIONS

: Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

**FOR ATTENTION
NOTE**

: Human Resource Department

: The following documents must be submitted: Application for Employment Form New (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, Applicants are not required to submit copies/attachments/proof/certificates/ID/Driver license/qualifications on application. Only shortlisted applicants will be requested to bring originals of qualifications, Identity document and proof of registration for related council, as required in the advert. Faxed and emailed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 03/2022.NB: Failure to comply with the above instructions will disqualify applicants. Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. 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). Applications in possession of a foreign qualification evaluation certificate from the South African Qualifications Authority (SAQA) the attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders the attachments /proof will be submitted by shortlisted candidates only). Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, Please accept that your application has been unsuccessful. Please note that the target group in terms of the Employment Equity Target for this post is as follows: African Male, People with disabilities should feel free to apply NB: Due to Financial Constraints, No S&T will be paid to candidates when attending the interviews.

CLOSING DATE

: 19 December 2022 at 16H00 afternoon

POST 46/494

: **MEDICAL SPECIALIST: ANAESTHETICS & CRITICAL CARE SERVICES
REF NO: EMP10/2022**

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

Salary Package: (all-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)

CENTRE REQUIREMENTS

: Queen Nandi Regional Hospital (Empangeni)
: An appropriate qualification that allows registration with HPCSA as a Medical Specialist in Anesthetics, Registration certificate with HPCSA as Medical Specialist in Anesthetics, HPCSA current registration (2022) (annual registration card) Experience: **Grade 1:** No experience required for Grade 1. **Grade 2** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Anesthetics, **Grade 3:** Minimum of 10 years relevant experience after registration with HPCSA as a Medical specialist in Anesthetics. Knowledge, Skills and Competencies Required: Good communication skills, facilitation and teambuilding skills. Demonstrated personal qualities and strengths such as leadership, enthusiasm, commitment and a pioneering spirit. Computer literacy. Special interest in Anesthetics health care systems development, support and outreach.

DUTIES

: Strengthen and deliver Anesthetics clinical services in the Department of Anesthetics & Critical Care at QNRH. Provide support for the Clinical Unit Head in the management of the Anesthetics Department, including human and financial resources. Provide support for the Executive Head of Anesthetics in strategic and financial oversight of clinical services, participate in and provide technical support in regional and provincial child activities. Assist with Anesthetics services coordination between levels of care. Assist in quality improvement activities including clinical audit, data management, monitoring and evaluation. Actively participate in the academic under- and post-graduate Anesthetics training program (including medical student's clinical teaching). Perform and supervise Anesthetics operational research activities in the Department of Anesthetics at QNRH. Perform overtime as required in Anesthetics Department and outreach activities to district hospitals.

ENQUIRIES APPLICATIONS

: Dr M Samjowan Tel No: 035 907 7008
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.

FOR ATTENTION NOTE

: Deputy Director Human Resources Mr SM Ndabandaba Tel No: 035 9077011
: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. **Detailed** Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. 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). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). 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. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private

accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

- CLOSING DATE** : 21 December 2022
- POST 46/495** : **MEDICAL SPECIALIST GRADE 1 (RADIOLOGY) REF NO: HRM 34/2022 (X1 POST)**
Directorate: Radiology
- SALARY CENTRE REQUIREMENTS** : Grade 1: R1 156 308 – R1 227 255 per annum, (all inclusive package).
: King Edward VIII Hospital Complex
: Senior Certificate/Grade 12 PLUS, MBCHB degree or equivalent qualification PLUS, registration certificate with the HPCSA as an Independent Medical Specialist in Radiology PLUS current registration with the HPCSA (2022/2023).
Grade 1: None to less than 5 years after registration with the HPCSA as an Independent Medical Specialist. Recommendation: Computer Literacy Knowledge, Skills, Training and Competencies Required: The ability to teach and supervise staff and students, Middle management and research skills, Good administrative, leadership, decision making and communication skills, Able to work in a team, Valid driver's license.
- DUTIES** : Provide specialist radiology services in all imaging modalities to all departments at King Edward VIII Hospital and related referral hospitals, Although involved in all imaging , modalities, successful applicants will have to oversee Mammography/Breast Imaging and Fluoroscopy, Maintain clinical, professional and ethical standards related to these services, To perform, interpret and report radiological procedures and studies, Provide after hour care in accordance with the commuted overtime contract, Training and supervision of staff and students in Radiology, Provide expert opinion where required and consult with specialists on radiological procedures, Participate in Quality Improvement Programs of the Department, Conduct, participate and assist in research, Participate in both academic and clinical administrative activities and duties, Be part of a multi-disciplinary team.
- ENQUIRIES APPLICATIONS** : Dr. N. Khuzwayo Tel No: 031 360 3854
: 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.
- 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. Applicants are not required to submit copies of qualifications and other relevant documents on application. 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. (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 34/2022. 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** : 19 December 2022

POST 46/496 : **MEDICAL SPECIALIST (RADIOLOGIST) GR 1/2/3 REF NO: EMP07/2022**

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
Salary package: (All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)

CENTRE REQUIREMENTS : Queen Nandi Regional Hospital (Empangeni)
: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Radiology. Current registration certificate with the HPCSA as a Medical Specialist in Radiology. Current HPCSA Registration Experience: **Grade 1:** No experience required for Grade 1. **Grade 2** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Radiology, Grade 3: Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Radiology. Knowledge, Skills, Training and Competencies: Sound Clinical Knowledge, Competency and Skills in Radiology practices. Sound knowledge of medical Ethics. Effective communication skills, leadership and decision making qualities. Effective teaching and supervisory skills. Good knowledge of current Health and Public Service legislation, Regulations and Policies. Good data management and record keeping abilities. Sound knowledge of Clinical Governance Practices and Guidelines. Sound knowledge of current technology in radiological investigations and reporting.

DUTIES : Provide comprehensive Radiological Services at QNRH. Perform, interpret and provide reports on Radiology Procedures and Investigation. Provide training and supervision to medical and paramedical staff when indicated. Provide onsite and afterhours radiology services as per the prescribed requirements. Participate in clinical and activities in the Radiology Department. Participate in continuing medical education programs. Maintain Clinical Professional and Ethical standard related to radiology services. Participate in the Quality Improvement Program in the department. Participate in clinical audit activities within the department. Maintain clinical, professional and ethical standards related to Radiology services rendered.

ENQUIRIES APPLICATIONS : Dr M Samjowan Tel No: 035 9077008
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.

FOR ATTENTION NOTE : Deputy Director Human Resources Mr SM Ndabandaba Tel No: 035 9077011
: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. 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). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). 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. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary

constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior to the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

- CLOSING DATE** : 21 December 2022
- POST 46/497** : **ENGINEER CHIEF GRADE A REF NO: GS 83/22**
Component: Engineering Services
- SALARY** : R1 090 224 per annum, (all inclusive package), consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules
- CENTRE** : Grey's Hospital- Pietermaritzburg
- REQUIREMENTS** : Senior Certificate (Standard 10/Grade 12) or equivalent; Engineering degree (B Eng/ BSC (Eng) or relevant qualification; Six years post qualification experience is required as a Registered Professional Engineer; Compulsory registration with ECSA as a Professional Engineer Valid driver's license (Code B/C) Proof of working experience in the form of a certificate of service endorsed by Human Resource Management Component/Department. NB! Only shortlisted candidates will be required to submit all relevant documents. Knowledge, Skills and Experience: Sound knowledge of all trades and engineering systems installed and used by the Health Institutions; Effective internal and external communicator and knowledge of building structures; Sound knowledge of tender procedures or documents and the evaluation of tenders; Sound knowledge of CAD drawing design experience would be an advantage; Strategic capability and leadership, problem solving and analysis and decision making skills; Programme and project management, engineering, legal and operational compliance; Engineering operational communication, process knowledge and skills; Maintenance skills and knowledge, and mobile equipment operating skills; Engineering design and analysis knowledge, research and development; Computer-aided engineering applications and creating high performance culture; Technical consulting and professional judgment. Team leadership, creativity and knowledge of financial, human and labour relations management skills; Customer focus and responsiveness; communication and people management skills; Planning and organising, conflict management and negotiation skills; and Change management and computer skills.
- DUTIES** : Management of engineering department and ensure that all engineering plants are functioning effectively through preventative maintenance, monitoring and by ensuring compliance with all regulations. Set engineering standards specifications and service levels according to organisational objectives to ensure optimum operational availability. Be available to be designated as the responsible person at a Tertiary hospital in accordance with the terms and conditions of the Occupational Health and Safety Act (Act 85 of 1993) and regulations if so required. Compile and co-ordinate maintenance budgets and setting of priorities for maintenance work, including Minor New Work, Repairs and Routine work. Monitor and control all maintenance expenditure. Liaise with other Departments, such as, Department of Works, ensuring that the requirements of the institution are met. Provide a Hospital Engineering Service to the District Managers and the Chief Executive Officer within the District. Ensure that proper training is provided to junior staff in carrying out their duties and to promote career development. Monitor and record all forms of energy resources consumed at the institution such as electricity, water, fuel and medical gases. Monitor implementation efficiencies according to organisational goals to direct or redirect engineering services for the attainment of organisational objectives. Ensure that all engineering plants are functioning effectively through preventative maintenance, monitoring and by ensuring compliance with all regulations. Provide technical consulting services for the operation on engineering related matters to minimize possible engineering risks.
- ENQUIRES** : Dr Kb Bilenge Tel No: 033-897 3321
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

**FOR ATTENTION
NOTE**

: Mrs M Chandulal
: 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. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department).
Directions to the Candidates: The following documents must be submitted: 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. NB: Proof of current and previous work experience endorsed and stamped by Human Resource Manager (Certificate of service and service record) must be submitted by shortlisted candidates to HR on or before the day of the interview date. The reference number must be indicated in the column provided on the form Z.83 e.g. reference number UMKH 13/2022 .NB: Failure to comply with above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from the NIA to the following checks: (security checks, credit records, qualification, citizenship and previous experience verifications). Please note that due to the large number of applications anticipated, applicants will not be acknowledged, however, they will be advised of the outcome of their applications, in due course. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews. Employment Equity Target for this post is an African Male or African Female or Coloured Male

CLOSING DATE

: 19 December 2022

POST 46/498

: **DEPUTY DIRECTOR: DISTRICT HEALTH SERVICE DELIVERY AND PLANNING REF NO: UMKH 19/2022**
Component: District Health Information Planning

SALARY

: R766 584 per annum, (all inclusive package). Other Benefits: 13th Cheque, Medical Aid (optional) & Housing Allowance (employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: District Office
: Senior Certificate or Grade 12 Bachelor degree/ National Diploma in Health Science OR Management Science. 3-5 years managerial experience in Public Health Service. Proof computer Literacy. (When you are shortlisted) Valid driver's license. Knowledge, Skills, Training and Competencies Required: The incumbent of this post will report to the Deputy Director: Planning ,Monitoring and Evaluation Planning Reporting, and will be responsible to report on activities to ensure effective and efficient production of reliable information on the District Health Services Delivery and Planning of the Department and as such the ideal candidate must have: Ability to lead and work with the team Ability to think critically in difficult situations and make independent decisions. Strong communication, negotiation and presentation skills. Managerial and facilitation skills. An understanding of the challenges facing the public health sector. Ability to translate strategic and transformation objectives into practical planning frameworks. Ability to prioritise issues and other work related matters and to comply with the time frames. Proven initiative, decisiveness, dedication and the ability to acquire new knowledge swiftly. Good knowledge of the District Health System. Knowledge of MS office Software applications.

DUTIES

: Facilitate strategic and other planning workshops within the district to ensure consultation, buy-in and the determination of priorities. Analyse and critique the planning inputs of components and provide technical advice ensuring that the stated goals, objectives and targets are realistic, measurable and attainable. Monitor and evaluate the performance of Institutions to comply with public health service delivery planning imperatives and develop innovative solutions to overcome the identified barriers. Develop policies and strategies aimed at improving service delivery. Support all district programmes and service delivery activities. Ensure the effective, efficient and economical management of allocated resources of the Division (IPC, QA and Data Management).

ENQUIRIES : Ms. M.P Themba Tel No: 035-572 1328/90
APPLICATIONS : Applications must be forwarded to: The Manager District Health office
Umkhanyakude Health District Office, P/ Bag X026, Jozini, 3969
FOR ATTENTION : Mr. FG Cele: AD: HRMS
CLOSING DATE : 19 December 2022

POST 46/499 : **ASSISTANT MANAGER NURSING (SPECIALTY UNIT MATERNITY AND PAEDS REF NO: RIET 14/2022 (X1 POST))**
Component: Nursing (Maternity and Paeds)

SALARY : R642 942 per annum. Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Conditional) 12% rural allowance.

CENTRE : Rietvlei Hospital

REQUIREMENTS : Grade 12 (senior certificate)/ Standard 10 qualification. Plus Degree/ Diploma in General Nursing or equivalent qualification that allows registration with SANC as a Professional nurse. Plus a post- basic nursing qualification with a duration of at least one year accredited by SANC. Plus Current registration with the SA Nursing Council (SANC). Plus a minimum of 10 years appropriate/ recognizable experience in nursing after registration as Professional Nurse with SANC. At least 6 years of the period referred to above must be appropriate/ recognizable experience in the speciality after obtaining the 1 year speciality post-basic qualification in the relevant speciality. At least 3 years of the period referred to above must be appropriate/ recognizable experience at Management Level or as a Clinical Programme Coordinator. Knowledge, Skills, Training And Competencies Required: 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 Rights Charter, Batho Pele principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure. Leadership, organizational, decision making and problem solving abilities within the limit or the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management .Insight into procedures and policies pertaining to nursing care. Computer skills in basic programmes.

DUTIES : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/legal framework. Manage effectively the utilization and supervision of resources. 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 : Mr M.H Mbatha. Tel No: 0673554834
APPLICATIONS : All applications must be directed: Rietvlei Hospital, and Private Bag X501, Stafford's Post, Via Port Shepstone, 4686 or hand deliver to Rietvlei Hospital Human Resource Component.

FOR ATTENTION : Miss N Ntuzela

NOTE : The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work. Directions to Candidates: The following documents must be submitted. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.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. Failure to produce these documents will disqualify candidates. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. RIET 14/2022. Please note that due to the large number of applications received, applications will not be acknowledged. However all short-listed candidates will receive written responses. Due to budget constraints the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure

to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.

- CLOSING DATE** : 19 December 2022
- POST 46/500** : **ASSISTANT MANAGER NURSING (NIGHT DUTY) REF NO: NURS 74/2022 (X1 POST)**
- SALARY** : R588 378 – R682 089 per annum. Other Benefits: 8% Inhospitable Area Allowance, 13th Cheque, Housing Allowance and Medical Aid: Optional (Employee must meet Prescribed Requirements)
- CENTRE REQUIREMENTS** : Harry Gwala Regional Hospital
Grade 12 certificate /Senior Certificate. Diploma/Degree in General Nursing Science and Midwifery. Registration certificate with SANC as a General Nurse and Midwife. Minimum of eight (08) years appropriate recognizable experience as a Professional Nurse. A minimum of three (03) years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge and insight into nursing processes and procedures. Nursing statutes and other relevant Public Service Acts. Decision making & problem solving skills. Interpersonal and conflict management skills. Knowledge and implementation of Batho Pele principles. Good communication skills. Supervisory and analytical thinking skills. Recommendation: Diploma/ Degree in Nursing Management will be an added advantage.
- DUTIES** : Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost effective manner. Manage and supervise effective utilization of all resources in the units/wards. Ensure effective implementation of infection control and prevention practices by all staff including support service and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, Operational and Strategic Plans aimed at improving service delivery. Facilitate and ensure the implementation of Departmental Priorities and National Core Standards. Monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients' records. Demonstrate a concern for patients, promoting and advocating a proper treatment and care. Monitor and evaluate staff performance (EPMDS). Ensure effective data management. Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff, patients and multidisciplinary team. Exercise control over discipline over discipline grievance and all labour related issues. Develop / establish and maintain constructive working relationship with nursing and other stakeholders.
- ENQUIRIES APPLICATIONS** : Mrs. S.R. Masemola Tel No: 033 395 4427
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 NOTE** : Mr. T.C. Manyoni
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, Coloured Male and Coloured Female

- CLOSING DATE** : 23 December 2022
- POST 46/501** : **OPERATIONAL MANAGER NURSING (PHC STREAM) REF NO: BALL/01/2022 (X1 POST)**
Component: Ballito Clinic
- SALARY** : R588 378 per annum, Plus 8% Rural Allowance Benefits: 13th Cheque, home owner's allowance, and Medical aid optional Employee must meet prescribed conditions)
- CENTRE** : Ilembe Health District Office
- REQUIREMENTS** : Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) Degree / Diploma in General Nursing and midwifery Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, a minimum of 9 years appropriate/ recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Valid Code EB Driver's license (Code8) all the above mentioned documents need not be attached on application but will be requested only if shortlisted. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office (will be requested only if shortlisted). Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to her/his supervisees. Good communication, interpersonal relations, counseling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Co-ordination and planning skills. Ability to assist in formulation of patient care related policies.
- DUTIES** : Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control, management and allocation of Human and material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMDS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyze and interpret statistic including PHC Programme indicators. Participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and Core standards in the facility. Coordinate and manage the provision of the services to manage COVID19 pandemic. Support PHC re-engineering by ensuring that outreach teams are functional.
- ENQUIRIES** : Mrs R Bhagwandin Operational Manager Nursing: (PHC Supervisor) Tel No: 032 - 5513686
- APPLICATIONS** : All applications should be forwarded to: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620, KwaDukuza, 4450 or Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza, 4450
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following

checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA (only if shortlisted) It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA. The applicants need not to attach proof on application that will be requested only if shortlisted. Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

- CLOSING DATE** : 23 December 2022
- POST 46/502** : **ASSISTANT MANAGER NURSING GENERAL (MEDICAL AND SURGICAL UNITS) REF NO: RIET 15/2022 (X1 POST)**
Component: Nursing (Medical and Surgical Unit)
- SALARY** : R588 378 per annum. Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Conditional) 12% rural allowance.
- CENTRE** : Rietvlei Hospital
- REQUIREMENTS** : Grade 12/Senior certificate/ Standard 10 certificate qualification. Plus Degree/ Diploma in General Nursing or equivalent qualification that allows registration with SANC as a Professional nurse. Plus Current registration with the SA Nursing Council (SANC). Plus A minimum of 8 years appropriate/ recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 3 years of the period above must be appropriate/ Recognizable experience at Management Level or as a Clinical Programme Coordinator. Recommendations: Diploma in Nursing Administration accredited by SANC, Code 8 Driver's License. Knowledge, Skills, Training and Competencies Required: 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 Rights Charter, Batho-Pele Principles, etc. Knowledge and understanding of legislative framework governing the public service, Knowledge of HR and Financial policies and practices such as: Skills Development Act, Public Service Regulations, Labour Relations Act, Good communication skills, Report writing Skills, Facilitation Skills, Coordination skills. Interpersonal Relations skills, Leadership skills, Problem solving skills, Negotiation skills. Planning and Organising Skills, Change Management Skills, People Management. Conflict management, Knowledge Management, Computer Literacy, Financial Management.
- DUTIES** : Delegate, supervise and coordinate the provision of effective and efficient patient care through adequate nursing care. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage Human Resources. Monitor and ensure proper utilization of financial and physical resources. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive working relationships with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork.
- ENQUIRIES** : Mr M.H Mbatha Tel No: 0673554834
- APPLICATIONS** : All applications must be directed for: Rietvlei Hospital, and Private Bag X501, Stafford's Post, Via Port Shepstone, 4686 or hand deliver to Rietvlei Hospital Human Resource Component.
- FOR ATTENTION** : Miss Ntuzela
- NOTE** : The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work. Directions to Candidates: The following documents must be submitted. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.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. Failure to produce these documents will disqualify candidates. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. RIET 15/2022. Please note that due to the large number of applications received, applications will not be acknowledged. However all short-listed candidates will receive written responses. Due to budget constraints the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.

- CLOSING DATE** : 19 December 2022
- POST 46/503** : **OPERATIONAL MANAGER GENERAL (HAST) REF NO: RIET 16/2022 (X1 POST)**
Component: Nursing
- SALARY** : R464 466 per annum. Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Conditional) 12% rural allowance.
- CENTRE** : Rietvlei Hospital
- REQUIREMENTS** : Grade 12/Senior certificate/ Standard 10 qualification. Plus Degree / Diploma in General Nursing or equivalent qualification that allows registration with SANC as a Professional nurse. Plus Current registration with the SA Nursing Council (SANC). A minimum of 7 years appropriate/ recognizable experience in nursing after registration as Professional Nurse with SANC. Recommendations: NIMART Trained. Knowledge, Skills, Training and Competencies Required: Thorough knowledge of nursing care process and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter. Batho Pele principles, etc. Operational Management skills; Ability to interact with diverse stakeholders and health care users and givers, Good communication skills. Report writing skills, Facilitation skills, Coordination skills, Liaison skills, Networking, Problem solving skills. Information Management, Planning and Organizing skills, Computer literacy skills.
- DUTIES** : Monitor health care programme with reference to HIV/AIDS, STI's and ensure HIV/AIDS care service within the facility and its clinics. Manage and monitor proper utilization of human, financial and physical resources. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing plan and evaluation. Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients.
- ENQUIRIES** : Mr M.H Mbatha Tel No: 0673554834
- APPLICATIONS** : All applications must be directed to: Rietvlei Hospital, and Private Bag x 501, Stafford's Post, Via Port Shepstone, 4686 or hand deliver to Rietvlei hospital Human Resource Component.
- FOR ATTENTION** : Miss Ntuzela
- NOTE** : The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work. Directions to Candidates: The following documents must be submitted. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.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. Failure to produce these documents will disqualify candidates. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post

applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. RIET 16/2022. Please note that due to the large number of applications received, applications will not be acknowledged. However all short-listed candidates will receive written responses. Due to budget constraints the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.

- CLOSING DATE** : 19 December 2022
- POST 46/504** : **OPERATIONAL MANAGER NURSING - GENERAL (NIGHT DUTY) REF NO: RIET 17/2022 (X1 POST)**
Component: Nursing
- SALARY** : R464 466 per annum. Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Conditional) 12% rural allowance plus NP cash allowance.
- CENTRE** : Rietvlei Hospital
- REQUIREMENTS** : Grade 12/Senior certificate/ Standard 10 qualification. Plus Degree / Diploma in General Nursing or equivalent qualification that allows registration with SANC as a Professional nurse. Plus Current registration with the SA Nursing Council (SANC). Plus a minimum of 7 years appropriate/ recognizable experience in nursing after registration as Professional Nurse. Knowledge, Skills, Training and Competencies Required: Thorough knowledge of nursing care process and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act , Patient Rights Charter.Batho Pele principles, etc. Operational Management skills; Ability to interact with diverse stakeholders and health care users and givers, Good communication skills spoken and written. Report writing skills, Facilitation skills, Coordination skills, interpersonal relations skills, Networking, Problem solving skills. Information Management, Planning and Organising skills, Computer literacy skills.
- DUTIES** : Manage and monitor proper utilization of human, financial and physical resources. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing plan and evaluation. Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients.
- ENQUIRIES** : Mr M.H Mbatha Tel No: 0673554834.
- APPLICATIONS** : All applications must be directed for: Rietvlei Hospital, and Private Bag x 501, Stafford's Post ,Via Port Shepstone, 4686 or hand deliver to Rietvlei hospital Human Resource Component.
- FOR ATTENTION** : Miss Ntuzela
- NOTE** : The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work. Directions to Candidates: The following documents must be submitted. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.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. Failure to produce these documents will disqualify candidates. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. RIET 17/2022. Please note that due to the large number of applications received, applications will not be acknowledged. However all short-listed candidates will receive written responses. Due to budget constraints the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is

to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.

- CLOSING DATE** : 19 December 2022
- POST 46/505** : **ULTRASOUND RADIOGRAPHER (ULTRASONOGRAPHER) GRADE 1/2/3**
REF NO: EMP29/2022 (X2 POSTS)
- SALARY** : Grade 1: R413 688 – R473 007 per annum
Grade 2: R487 305 – R557 184 per annum
Grade 3: R574 020 – R618 396 per annum
Plus 13th cheque, home owners allowance (employee must meet the prescribed requirements), Medical Aid (optional), 12% In-Hospitable allowance
- CENTRE** : Queen Nandi Regional Hospital (Empangeni)
- REQUIREMENTS** : Appropriate qualification that allows registration with HPCSA as Radiographer (Ultrasound), Registration, Certificate with Health Professions Council of South Africa as a Radiographer Independent Practice.-Ultrasound. Current registration with HPCSA. Experience: **Grade 1:** No experience required. **Grade 2:** Minimum of 10 years' experience after registration with HPCSA as a Diagnostic Radiographer (Ultrasound). **Grade 3:** Minimum of 20 years' experience after registration with HPCSA as a Diagnostic Radiographer (Ultrasound). Knowledge, Skills, and Competencies Required: Sound knowledge of Ultrasound procedures and equipment. Competent in scanning all levels of obstetric and Gynae. Compliant in identifying pathologies and committed to research and continuous personal development. Be able to work under pressure and ensure service delivery is not compromised. Knowledge of relevant Health and Safety policies. Sound planning and organizational skills. Knowledge of Radiation Control and Safety Regulation. Sound communication and problem solving skills. Good interpersonal relations and ability to perform well within a team. Ability to perform basic quality assurance test. Computer literacy, report writing and administrative skills.
- DUTIES** : Provide a high quality ultrasound service according to patient needs. Participate in shift and standby duties including nights, weekends and public holidays. Ensure optimal care of patients, correct interpretation of ultrasound scans. Participate in quality assurance and quality improvement programmes. General administrative duties, report writing and reception duties as allocated. Play a role in institutional radiographic policy making and planning for service improvement. Provide guidance and supervision to Junior Radiographers and staff within the component. Inspect and use equipment to ensure compliance with safety standards. Assist in compiling reports and statistics for work area. Participate in Quality Assurance Programme. Perform other duties as per delegation by radiography management. Inspect and use equipment to ensure compliance with safety standards. Assist in compiling reports and statistics for work area. Perform other duties as per delegation by radiography management.
- ENQUIRIES** : Dr M Samjowan: Tel No: 035 907 7008
- APPLICATIONS** : All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION** : Deputy Director Human Resources Mr SM Ndabandaba Tel No: 035 9077011
- NOTE** : Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. 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). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). 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. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

- CLOSING DATE** : 21 December 2022
- POST 46/506** : **CHIEF ARTISAN SUPERINTENDENT REF NO: APP/ 06/2022 (X1 POST)**
Component: System Management
- SALARY** : Grade 1: R404 052 – R461 973 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements).
- CENTRE** : Appelsbosch Hospital
- REQUIREMENTS** : for the posts Grade 10-12 or equivalent qualification. Appropriate trade test certificate in any of trades (electricity, engineering, plumbing, mechanical, building, fitter etc. in terms of provisions of section 13(2) of manpower training act of 1981. Ten (10) years post qualifications experience as an Artisan/Forman. Working experience and driver's licence code 8/10 (will required only if shortlisted) Knowledge, Skills, Training, and Competencies Required: Sound knowledge of occupational Health and Safety Act and good communication skills, interpersonal skills and planning. Technical and practical skills and experience of trade. Good knowledge of hospital plant and machinery, equipment, pumps and aircon as well as gas application and gas equipment. General repairs, maintenance, testing AC welding and gas. Sound problem-solving skill, safe working procedures and isolation procedures as stipulated by the OHS act. Exposure in project management and programme management. Computer literacy.
- DUTIES** : Management technical service and support in conjunction with technicians/artisans and associates in the field, working and technical office activities. Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology ensure quality assurance in line with specification. Manage Artisans and related personnel and assets in terms of their job outputs and related task and determine performance standards for different trades in the maintenance section. Manage Human Resource and efficient and promote sound labour relations. Manage the department, motivation and utilisation of human resources for discipline to ensure competent knowledge base for continued success of technical service according to organisational needs and requirements. Manage subordinates key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives. Control and monitor expenditure according to budget to ensure efficient cash flow management. Implementing and monitor the maintenance department internal audit system in order to exercise financial control over allocated budget. Maintain standards on plant control networks for different trades whilst ensure cost effectiveness. Develop quality control protocols to ensure that artisan services function according to required standards and indicators. All the KRAs will apply to the Appelsbosch Hospital and its PHC services.
- ENQUIRIES** : Mr. FW Khomo: Assistant Director: Systems Tel No: 032 2948000
- APPLICATIONS** : Should be forwarded to: The Chief Executive Officer, P/Bag X 215, Ozwathini, 3242.
- FOR ATTENTION** : Human Resource Manager

NOTE : Equity Target: African Male
CLOSING DATE : 23 December 2022

POST 46/507 : **CLINICAL NURSE PRACTITIONER (GCUMISA CLINIC) REF NO: APP/07/2022 (X1 POST)**
Component: Nursing-PHC

SALARY : Grade 1: R400 644 – R464 466 per annum
Grade 2: R492 756 – R606 042 per annum
Other Benefits 13TH Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%

CENTRE REQUIREMENTS : Appelsbosch Hospital
Degree/National Diploma in General Nursing and Midwifery. Current registration with SANC (2022) as a Professional Nurse and Midwifery only if shortlisted. A Post Basic nursing qualification with a duration of at least 1 year in Curative skills in Primary health Care accredited with SANC will be required when shortlisted. **Grade 1:** A minimum of four (04) years appropriate/recognisable experience in nursing after registration as Professional nurse with SANC in General Nursing **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in specific specialty after obtaining the 1 year post-basic qualification in the relevant specialty. Certificate of Service endorsed by Human Resource as an experience. (Only if shortlisted). Recommendations: NIMART Certificate Computer literacy. Valid Driver's license Code B (08) Knowledge, Skills, Training, and Competencies Required Knowledge of SANC rules and regulations. Knowledge of Nursing procedures, relevant Acts and policies. Knowledge of Batho Pele principles and Patient's Right Charter. Knowledge of Code of conducts labour relations. Good communication and interpersonal skills. Decision making and problem solving skills. Basic Financial management.

DUTIES : Provide quality comprehensive primary health care by promoting preventive, curative and rehabilitative service for the clients and the community. Demonstrate effective communication with patients, supervisors and other clinicians including report writing. Participate in clinical audits in the facility and ensure implementation of quality improvement plans supported by strong work ethics. Initiate and provide preventive and promotive activities in national priority programmes including MNCWH, non-communicable disease and HAST and quality improvement programs. Provide administrative service such as providing accurate statistics for evaluation and future planning. Provide administrative service such as providing accurate statistics for evaluation and future planning. Provide support in the reduction and management of disease burden to ensure better health outcomes. Ensure proper control and effective utilization of all resources including, financial, pharmaceuticals and infrastructure. Always promoting scientific quality nursing care by functioning as therapeutic team coordinating between the clinic and community and preventing micro-legal hazards. Encourage research by assisting in regional and departmental projects ensuring that the community needs are taken into account. Participating and assisting with the according to treatment guidelines, protocols and EDL for PHC. The incumbent will be expected to rotate to different streams in the clinic. Provide comprehensive health care service extended hours, weekends and public holidays.

ENQUIRIES APPLICATIONS : Mr. M Zele: Assistant Manager Nursing-PHC Tel No: 032 2948000
Should be forwarded to: The Chief Executive Officer, P/Bag X215, Ozwathini, 3242.

FOR ATTENTION : Human Resource Manager
NOTE : Equity Target: African Male
CLOSING DATE : 23 December 2022

POST 46/508 : **CLINICAL NURSE PRACTITIONER REF NO: BALL/02/2022 (X1 POST)**
Component: Ballito Clinic

SALARY : Grade 1: R400 644 per annum, Pus 8% rural allowance
Grade 2: R492 756 per annum, Plus 8% rural allowance
Benefits: 13th Cheque, home owner's allowance, and Medical aid optional (Employee must meet prescribed conditions)

- CENTRE** : Ilembe Health District Office
- REQUIREMENTS** : **Grade 1:** Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and Primary Health Care plus, A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. **Grade 2:** Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. All the above mentioned documents need not be attached on application but will be requested only if shortlisted). Proof of previous and current work experience certificate/s of service) endorsed and stamped by HR Office need not be attached on application (will be requested only if shortlisted) Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills, co-ordination and planning skills. Team building and supervisory skills. Good interpersonal relationship skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.
- DUTIES** : Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of 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. Supervision of patients' reports and intervention, 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. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of self-care. Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net Assist with capturing patients on patient registration (HPRS) system. Support the realization and maintenance of Ideal Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.
- ENQUIRIES** : Mrs. R Bhagwandin (Operational Manager Nursing: Phc Supervisor Tel No: 032 - 5513686
- APPLICATIONS** : All applications should be forwarded to: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620, KwaDukuza, 4450 OR Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza, 4450
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of

previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA (only if shortlisted) It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA. The applicants need not to attach proof on application that will be requested only if shortlisted. Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

- CLOSING DATE** : 23 December 2022
- POST 46/509** : **CLINICAL NURSE PRACTITIONER REF NO: KDC 04/2022 (X1 POST)**
Component: Kwadukuza Clinic
- SALARY** : Grade 1: R400 644 per annum, Plus 8% rural allowance
Grade 2: R492 756 per annum, Plus 8% rural allowance
Benefits: 13th Cheque, home owner's allowance, and Medical aid optional (Employee must meet prescribed conditions)
- CENTRE** : Ilembe Health District Office
- REQUIREMENTS** : **Grade 1:** Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and Primary Health Care plus, A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. **Grade 2:** Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. All the above mentioned documents need not be attached on application but will be requested only if shortlisted). Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office (will be requested only if shortlisted). Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills, co-ordination and planning skills. Team building and supervisory skills. Good interpersonal relationship skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.
- DUTIES** : Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of 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. Supervision of patients' reports and intervention, 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. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of

self-care. Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net. Assist with capturing patients on patient registration (HPRS) system. Support the realization and maintenance of Ideal Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.

- ENQUIRIES** : Mrs. R Bhagwandin (Operational Manager Nursing: Phc Supervisor) Tel No: 032 - 5513686
- APPLICATIONS** : All applications should be forwarded to: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620, KwaDukuza, 4450 OR Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza, 4450
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA (only if shortlisted) It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA. The applicants need not to attach proof on application that will be requested only if shortlisted. Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.
- CLOSING DATE** : 23 December 2022
- POST 46/510** : **PROFESSIONAL NURSE SPECIALTY- (MATERNITY) REF NO: NKAH 17/2022**
Re-Advertised
- SALARY** : Grade 1: R400 644 - R464 466 per annum, Plus 8% rural allowance
Grade 2: R492 756 - R606 042 per annum, Plus 8% rural allowance
Benefits: Plus 13th cheque, Housing Allowance and Medical aid optional
Employee must meet prescribed requirements.
- CENTRE** : Nkandla Hospital (Maternity)
- REQUIREMENTS** : Senior Certificate (Grade 12), Degree/ National Diploma in nursing that allow registration with the SANC as a Professional Nurse and Midwifery, A post-basic nursing qualification, with a duration of at least 1 (one) year accredited with SANC in Midwifery and Neonatal Nursing Science, Current SANC receipt (2022), **Grade 1:** A minimum of four (4) years appropriate/ recognizable nursing experience after registration as a Professional Nurse with SANC in Advanced Midwifery and Neonatal Nursing Science, **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing, At least ten (10) years of the period referred to above must be appropriate /recognizable after obtaining one (1) year post basic qualification in Midwifery and Neonatal Nursing Science, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards as determined by Midwifery and Neonatal Health Care, Basic computer literacy to enhance service delivery, Effective communication with patients, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery, Knowledge of Labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organising,

<u>DUTIES</u>	: leading controlling, deligation, supervisory, communication, motivation, decision-making , problem –solving, disciplinary and co-ordination skills. : Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices, Perform a clinical nursing practice in accordance with the scope of practice, guidelines, protocols and nursing standards as determined by the relevant health facility, Demonstrate effective communication with patience, supervisors and other clinicians including report writing when required, Be able to identify and manage obstetrical emergencies, Proper and effective reporting of patients safety incidents, Work as part of multi-disciplinary team to ensure good nursing care, Work effectively, co-operatives 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, Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient’s needs, requirements and expectations, Knowledge of norms and standards, Effective, efficient utilization and managements of resources, Demonstrate knowledge of COVID-19 guidelines and protocols, Assist on quality data management of programs under mother and child.
<u>ENQUIRIES</u>	: Mrs. PN Kunene Tel No: 035 833 5000 ext 5047
<u>APPLICATIONS</u>	: All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital, Private Bag X102, Nkandla, 3855
<u>FOR ATTENTION</u>	: Human Resource Manager
<u>NOTE</u>	: The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver’s licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.
<u>CLOSING DATE</u>	: 19 December 2022
<u>POST 46/511</u>	: <u>PROFESSIONAL NURSE SPECIALTY (PAEDS) REF NO: NKAH 16/2022</u> Re-Advertised
<u>SALARY</u>	: Grade 1: R400 644 - R464 466 per annum, Plus 8%rural allowance Grade 2: R492756 - R606 042 per annum, Plus 8%rural allowance Benefits: Plus 13 th cheque, Housing Allowance and Medical aid optional Employee must meet prescribed requirements.
<u>CENTRE</u>	: Nkandla Hospital
<u>REQUIREMENTS</u>	: Senior certificate (Grade 12), Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery, A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care, Current SANC receipt (2022), Grade 1: A minimum of four (04) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing, Grade 2: A minimum of fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment Treatment and Care, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care, Basic computer literacy to enhance service delivery, Effective communication with patients, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery, Knowledge of labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling Delegation, supervisory, communication, motivation, decision-making problem-solving disciplinary and co-ordination skills.
<u>DUTIES</u>	: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices, Perform a clinical nursing practice in accordance with the scope of practice, guidelines, protocols and nursing standards as determined by the relevant health facility, Demonstrate effective

communication with patience, supervisors and other clinicians including report writing when required, Be able to identify and manage obstetrical emergencies, Proper and effective reporting of patients safety incidents Work as part of multi-disciplinary team to ensure good nursing care, Work effectively, co-operatives 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, Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations, Knowledge of norms and standards, Effective, efficient utilization and managements of resources, Demonstrate knowledge of COVID-19 guidelines and protocols, Assist on quality data management of programs under mother and child.

- ENQUIRIES** : Mrs P N Kunene Tel No: 035 833 5000 (EXT 5047)
- APPLICATIONS** : All applications should be posted to: The Assistant Director: HRM: Nkandla District Hospital Private Bag X102, Nkandla, 3855
- FOR ATTENTION** : Human Resource Manager
- NOTE** : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.
- CLOSING DATE** : 19 December 2022
- POST 46/512** : **CLINICAL NURSE PRACTITIONER REF NO: NKAH 25/2022**
Re-Advertised
- SALARY** : Grade 1: R400 644 - R464 466 per annum, Plus 8% rural allowance
Grade 2: R478 404 - R588 390 per annum, Plus 8% rural allowance
Benefits: Plus 13th cheque, Housing Allowance and Medical aid optional
Employee must meet prescribed requirements.
- CENTRE** : Nxamalala Clinic
- REQUIREMENTS** : Senior certificate (Grade 12), Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery, A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care, Current SANC receipt (2022), **Grade 01:** A minimum of four (04) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing, **Grade 02:** A minimum of fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care, Basic computer literacy to enhance service delivery, Effective communication with patients, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery, Knowledge of labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills.
- DUTIES** : Provide comprehensive Primary Health Care services to all learners in their catchment population, Attend to assessment and immunization campaign required by the Department of Health, Treat, and screen, educate and refer the learners accordingly, Attend to programmes and monthly statistics, Responsible for smooth running of the programmes in the schools
- ENQUIRIES** : Mrs. BW Motloung Tel No: 035 833 5000 ext 5080
- APPLICATIONS** : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855
- FOR ATTENTION** : Human Resource Manager

NOTE : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

CLOSING DATE : 19 December 2022

POST 46/513 : **CLINICAL NURSE PRACTITIONER REF NO: NKAH 26/2022**
Re-Advertised

SALARY : Grade 1: R400 644 - R464 466 per annum, Plus 8% rural allowance
Grade 2: R492 756 - R606 042 per annum, Plus 8% rural allowance
Benefits: Plus 13th cheque, Housing Allowance and Medical aid optional
Employee must meet prescribed requirements.

CENTRE : Mandaba Clinic

REQUIREMENTS : Senior certificate (Grade 12), Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery, A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care, Current SANC receipt (2022), **Grade 1:** A minimum of four (04) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing, **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care, Basic computer literacy to enhance service delivery, Effective communication with patients, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery, Knowledge of labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills.

DUTIES : Provide comprehensive Primary Health Care services to all learners in their catchment population, Attend to assessment and immunization campaign required by the Department of Health, Treat, and screen, educate and refer the learners accordingly, Attend to programmes and monthly statistics, Responsible for smooth running of the programmes in the schools.

ENQUIRIES : Mrs. BW Motloutong Tel No: 035 833 5000 ext 5080

APPLICATIONS : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855

FOR ATTENTION : Human Resource Manager

NOTE : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

CLOSING DATE : 19 December 2022

POST 46/514 : **PROFESSIONAL NURSE – SPECIALTY (ADVANCED MIDWIFERY) REF NO: OSI PN 04/2022 (X2 POSTS)**

SALARY : Grade 1: R400 644 – R464 466 per annum. Other Benefits: 13th cheque, medical aid (optional), Housing allowance (employee must meet prescribed requirement).
Grade 2: R492 756 – R606 042 per annum. Other Benefits: 13th cheque, medical aid (optional), Housing allowance (employee must meet prescribed requirement). Additional Benefits: Rural Allowance (8% of basic salary).

<u>CENTRE</u>	:	Osindisweni District Hospital, Verulam
<u>REQUIREMENTS</u>	:	<p>Grade 1: Experience: A minimum of 2 years appropriate / recognizable experience in Nursing after registration as a Professional nurse with SANC in General Nursing. Plus one year Post basic qualification in Child Nursing Science. Grade 2: A minimum of 14 years appropriate / recognizable experience in Nursing after registration as a Professional nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience in the specialty after obtaining the one year post basic qualification in the relevant specialty. Grade 12 (Standard 10) certificate. Degree / Diploma in General Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. One (1) year post basic qualification in Midwifery and Neonatal Science (Advanced Midwifery). Current registration with SANC as a Professional Nurse (2022 SANC receipt). A minimum of 2 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. N.B Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR office as well as all abovementioned documents need not be attached on application they will be requested only if shortlisted. Knowledge Skills Training and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing act, Occupational and Safety act, Patients' rights charter, Batho Pele principles, Public service regulations, Labour relations act, Disciplinary codes and procedures, Grievance procedure. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Personal attitudes, responsiveness, professionalism, supportive, assertive and must be a team player.</p>
<u>DUTIES</u>	:	<p>Implement the activities that are aimed at the reduction of infant, under five and maternal mortality. Implement activities aimed at the improvement of women's health. Assess and identify the relationship between normal physiological and specific system alterations associated with problems, disorders, and treatment in the pregnancy, labour, puerperium and neonates. Ensure that high quality nursing care is rendered to all clients accessing maternal services in the facility taking into consideration that CARMA objectives; ESMOE; KINC; Helping Babies breath and IMCI programs are properly implemented. Implement BANC and other Antenatal care programs to enhance antenatal care to all pregnant women accessing care to the facility. Ensure that there is proper management and integration of HAST programs within the maternity unit of the facility. Manage the utilization and supervision of resources. Coordinate the provision of effective training and research, focusing on the programs aimed at the improvement of maternal and child health. Instil discipline, professionalism and work ethics among employees. Ensure compliance to quality, infection prevention and control (IPC) programs e.g. Ideal hospital realization and maintenance (IHRM) and Norms and Standards (N&S). Ensure accurate and proper record keeping for statistical purposes. Maintain a constructive working with the multi-disciplinary team members. Provide effective support to Nursing services e.g. assist with relief duties to nursing management. Plan, implement, management and monitor according to identified problems. Participate in training, monitoring and research with a view to increasing the body of knowledge in the midwifery practice. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Maintain a constructive working relationship with multidisciplinary team members.</p>
<u>ENQUIRIES</u>	:	Mrs L.C. Mtshali (Deputy Manager Nursing) Tel No: 032-5419202
<u>APPLICATIONS</u>	:	To be forwarded to Mrs L.C. Mtshali, Deputy Manager Nursing, Osindisweni District Hospital, Private Bag X 15, Verulam, 4340.
<u>CLOSING DATE</u>	:	23 December 2022
<u>POST 46/515</u>	:	<u>PROFESSIONAL NURSE - SPECIALTY (MATERNITY) REF NO: EGUM 06/2022 (X1 POST)</u>
<u>SALARY</u>	:	<p>Grade 1: R400 644 – R 464 466 per annum Grade 2: R492 756 – R606 042 per annum Plus 13th cheque/service bonus plus Rural allowance 8% plus Home owners allowances: Employee must meet prescribed requirements plus Medical Aid (Optional)</p>
<u>CENTRE</u>	:	E G & Usher Memorial Hospital

REQUIREMENTS

: Grade 12 Certificate or equivalent. Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse, 1 (One) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC. Registration certificate from SANC as Professional Nurse and Advance Midwifery and Neonatal Nursing Science. Current registration with South African Nursing Council as a General Nurse, and Advanced Midwife (SANC Receipt for 2022). Current and previous experience endorsed and stamped by Human Resource (Not the Z17 Certificate of Service). Applicants are not required to submit copies/attachments/ proof/certificates/ID/Driver license/qualifications on application. Only shortlisted applicants will be requested to bring / submit originals of qualifications, Identity document / proof of registration for related council, as required in the advert. **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing with Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. **Grade 2:** A Minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse in General Nursing of which at least (10) years of the period must be appropriate / recognized experience in the specific speciality after obtaining one year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. Knowledge, skills, training and competencies required: 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, Communications 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

: Monitoring of patients in labour and conducting deliveries. Implement standards, practices, criteria and indicators for improving quality nursing care. Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stake holders. Utilize human, material and physical resources efficiently and effectively. Conduct ESMOE and HBB Drills. Implement National Core Standards guidelines and Standard Operational Plans. Implement strategies and standard operational plans for Infection Prevention and Control. Monitor and report Patient safety incidents e.g. needle stick injuries, patient complaints etc. assist in planning and co-ordination of training and promote learning opportunities for all nursing categories i.e. on the job training. Ensure and monitor the availability, adequately and optimum utilization of all resources. Assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Coach and appraise staff at all levels and be able to resolve problems. Implement maternal and child health care programmes (PMTCT, MBFI, IMCI, PPIP, KINC etc. Attend perinatal mortality review meetings.

ENQUIRIES

: Mr. MJ Mbali Tel No: 039 - 797 8100

APPLICATIONS

: Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

**FOR ATTENTION
NOTE**

: Human Resource Department
: The following documents must be submitted: Application for Employment Form New (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, Applicants are not required to submit copies/attachments/ proof/certificates/ID/Driver license/qualifications on application. Only shortlisted applicants will be requested to bring originals of qualifications, Identity document / proof of registration for related council as required in the advert. Faxed and emailed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 03/2022.NB: Failure to comply with the above instructions will disqualify applicants. Please note due to large number of applications received,

applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. 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). Applications in possession of a foreign qualification evaluation certificate from the South African Qualifications Authority (SAQA) the attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders the attachments /proof will be submitted by shortlisted candidates only). Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, Please accept that your application has been unsuccessful. Please note that the target group in terms of the Employment Equity Target for this post is as follows: African Male, People with disabilities should feel free to apply NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews. 19 December 2022 at 16H00 afternoon

- CLOSING DATE** : 19 December 2022 at 16H00 afternoon
- POST 46/516** : **PROFESSIONAL NURSE SPECIALTY (THEATRE AND CSSD) REF NO: (EMS/02/2022)**
- SALARY** : Grade 1: R400 644 - R464 466 per annum
Grade 2: R472 756 - R606 642 per annum
Other benefits: Medical Aid (Optional) 13th Cheque, Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.
- CENTRE REQUIREMENTS** : Emmaus Hospital
Grade 12 Certificate/Senior Certificate Diploma/Degree in General Nursing Science and Midwifery. Diploma in operating theatre technique. A minimum of 4 years appropriate/recognizable nursing experience after registration as a professional nurse with SANC. Only shortlisted candidates will be required to submit certified copies of qualifications. Knowledge & Skills Leadership, Management, planning, and co-ordinates skills. Knowledge of relevant acts, prescripts, policies and procedures governing health care service delivery .Sound knowledge of nursing care delivery approaches and scope of practice in the areas under control. Sound knowledge of priority programs clinical guidelines, protocols, policies and procedures and best practices in nursing care service delivery. Good communication, interpersonal, negotiation, decision making, problem solving, conflict management, counselling, teaching, mentorship and supervisory skills .Knowledge of code of conduct, Labour Relations and related policies.
- DUTIES** : Ensure effective utilization of human and material resources. Ensure adherence to prescribed nursing policies and procedures. Co-ordinate all services within the hospital. Ensure that all quality and infection control initiative are adhered to i.e norms and standard/ideal Hospital. Evaluate and monitor compliance with clinical protocols, norms and standard of the hospital. Ensure that clinical governance principles are adhered too and ensure that audits are conducted Ensure reporting of and with his/her units. Ensure effective data management. Do readjustment as required on the shift to provide adequate nursing coverage. Monitor implementation of EPMDS. Ensure that impact indicators are monitored and action plans are developed to improve on the outcomes. Assist during theatre operation. Assist and supervising in CSSD practises. Assist in supervising in the absence of the Operational manager.
- ENQUIRIES APPLICATIONS** : Ms. T.M Nkabinde Tel No: 036 488 1570 (ext 8315)
Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.
- FOR ATTENTION NOTE** : Assistant Director: HRM
Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV (with detailed previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after

the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No Resettlement and Travelling Allowance will be paid for interview attendance.

- CLOSING DATE** : 19 December 2022 at 16:00
- POST 46/517** : **PRODUCTION PHYSIOTHERAPIST REF NO: PHYSIO/1/2022**
Division: Physiotherapy
- 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 (optional) + Housing allowance (Employee must meet minimum requirements)
- CENTRE REQUIREMENTS** : IALCH
Senior certificate (Grade 12) or equivalent. An appropriate tertiary qualification in Physiotherapy plus. Registration with the HPCSA as an Independent Practitioner of Physiotherapy/ Community service officer (whose completion date is 31 December 2022) plus. Current registration with the HPCSA as a Physiotherapist/ Community Service Officer (if completion is 31 December 2022) plus Experience: **Grade 1:** No experience post CSO completion after registration with HPCSA in respect of South African qualified employees or one year experience as a Physiotherapist for foreign qualified employees who are not required to complete community service in South Africa. **Grade 2:** Minimum of 10 years relevant experience after registration with HPCSA in respect of South African qualified employees who performed Community Service or Minimum of 11 years relevant experience after registration with HPCSA in respect of foreign qualified employees whom are not required to performed Community Service. **Grade 3:** Minimum of 20 years relevant experience after registration with HPCSA in respect of South African qualified employees who have performed Community Service or minimum of 21 years relevant experience after registration with HPCSA in respect of foreign qualified employees whom are not required to performed Community Service. Recommendation: Reliable references. Knowledge, Skills and Competencies: Expertise in all Critical Care areas and Specialised Rehabilitative services Proficiency in the evaluation, diagnosis and skilful use of all treatment modalities and equipment. Knowledge of Scope of practice, Ethical code of conduct, Patients' Rights Charter, Batho Pele principles, Ideal Hospital, Office of the Health Standards Compliance and relevant legislature. Knowledge of patient referral pathways.Ability to work within a Multi-disciplinary Team. Knowledge of all Infection Control and Health & Safety policies and procedures. Excellent communication and interpersonal skills. Good teaching and training skills.Computer literacy. Problem Solving and analysis, Decision making, Communications, Planning and Organizing.
- DUTIES** : Assessment planning and treatment of patients referred for physiotherapy. Responsible for co-ordination & provision of high quality up to date physiotherapy service in a specific sub section of Physiotherapy. Participate in quality improvement programmes. Participate in stock-taking of furniture and equipment. Participate in EPMDS. Provide guidance & supervision to all supportive staff. Participate in clinical & document audits. Maintain up to-date clinical records and daily statistics. Participate in research. Attend all relevant ward rounds and clinics. Required to work a 40 Hrs. week & perform after hours, weekend and Public holiday overtime & stand by duties on a rotational basis. Assist in supervision of 3rd and 4th year Physiotherapy students. Serve as a representative on committees such as IPC, OHS, and Resuscitation etc.as allocated by supervisor. Participate in all CPD activities and staff development activities.
- ENQUIRIES APPLICATIONS** : Ms L.E. Gilbert Tel No: (031) 240 1447/57
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 : 19 December 2022

POST 46/518 : **PUBLIC RELATIONS OFFICER REF NO: NKAH 27/2022**

SALARY : R331 188 per annum
CENTRE : Nkandla Hospital
REQUIREMENTS : Matric/ Senior Certificate (Grade 12) or Equivalent Qualification plus, National Diploma in Public Relations environment (NQF Level 6) or Communication Science (NQF Level 6), Computer Literacy: Microsoft Office Software Applications, 2 years recognizable experience in Public Relations environment, Excellent Communication skills both orally and written, Excellent interpersonal Relations Skills, Computer Skills, Presentation Skills, Problem solving skills, Planning and decision making skills, Ability to plan and prioritize effective and accordingly, awareness of media different agendas, Initiative and creativity skills, Honesty and integrity, Client orientation and customer focus.

DUTIES : Ensure effective management of information internal and external communication within Nkandla Hospital, Participate in quality assurance programmes for publications purposes as per department requirement in line with health calendar activity, Assist with coordination of facility events, and promotes patients right, Uphold corporate image of the institution, Ensure the implementation of department media policy and Batho Pele principles within the institution, Monitor adherence in the proper management of patient's complaints, compliments and institution, Strengthen relations links between the facilities, internal and external stakeholders.

ENQUIRIES : Mr. NM Mthembu Tel No: 035 833 5001
APPLICATIONS : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855.

FOR ATTENTION : Human Resource Manager
NOTE : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

CLOSING DATE : 19 December 2022

POST 46/519 : **SENIOR HUMAN RESOURCE PRACTITIONER REF NO: MBO 15/2022 (X1 POST)**

SALARY : R331 188 – R390 129 per annum
CENTR : Mbongolwane District Hospital
REQUIREMENTS : Senior Certificate / Standard 10/ Grade 12, an appropriate Degree/Diploma in Human Science/Human Resource Management/Public Management,1-2

years' experience in Staff/Labour Relations Component. Recommendations: Valid Driver's license (code B or above), PERSAL Certificate Knowledge, Skills, Training and Competencies Required: Broad knowledge and understanding of Human Resource Management Legislations i.e. Labour; Relations Act, Basic Condition of Employment Act, Grievance and Disciplinary ETC. Problem Solving Skill, Decision Making, Human Relations and Communication Skills; Investigation and Presiding Skills; Broad Knowledge of PERSAL System.

DUTIES

: Manage the functioning of staff Relations Section in order to ensure the provision of high quality service, Promote and maintain sound staff relations within the institution and ensure adherence to Labour Relations Act, Basic Condition of Employment Act and other related legislative prescript. Attend all Grievances, Disciplinary and Misconduct cases in terms of laid down policies and procedures, Prepare reports for Staff Relations issues, Promote orderly collective bargaining within the Institution; Investigate and preside when need arises, Collect and analyze statistic in respect of Labour Related matters; Provide efficient conflict management resolution Approval of transactions on PERSAL. Conduct orientation/induction to staff on Labour relations matters, Capture transactions on PERSAL, Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of technical services according to organizational needs and requirements. Supervise subordinates' key performance areas by setting monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

**ENQUIRIES
APPLICATIONS**

: Ms. EN. Khwela Tel No: 035 – 4766 242
: All applications should be posted to: The CEO, Private Bag X126, Kwa-Pett, 3280 or hand deliver to Mbongolwane District Hospital

**FOR ATTENTION
NOTE**

: Human Resource Manager
: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be 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

: 21 December 2022

POST 46/520

: **FINANCE MANAGEMENT OFFICER (REVENUE) REF NO: NKAH 08/2022**
Re-advertised

**SALARY
CENTRE
REQUIREMENTS**

: R269 214 per annum
: Nkandla Hospital (Finance)
: Matric/ Senior Certificate/ Grade 12, Degree / Diploma in Public Management or Administration, Degree / Diploma in Public Management or Administration, 3-5 years' work experience Financial component within public service (Accounts payable & revenue), Computer literacy: Ms Office and Excel, Valid driver's licence. Recommendations: Degree/ Diploma in Finance/ Financial Management/ Financial Accounting / Cost and Management Accounting/ Accounting Science. Knowledge of filing systems, Verbal and written communication, Computer literacy, Financial management. Practical knowledge of Finance Component, Good planning, organising, problem solving team building skills, Computer literacy: Ms Word, Excel, Power point and Ms Outlook, Knowledge of Revenue Management Policies, Good verbal and written communication, numerical skills.

DUTIES : Ensure effective, efficient and economical utilization of resources allocated to revenue administration, Conduct, inspect and identify risk plan for the Revenue Department, Proper management of MVA patient files Compilation and submission of monthly statistics, Develop, Implement and monitor standard operating procedures and policies for improved service delivery, Maintain filling system for all statutory accounts, Monitor collection of revenues from patients, Maintain procedure regarding face value books and check all receipts work, Maintain control and reconcile petty cash for the institution, Maintain effective and efficient utilization of staff.

ENQUIRIES : Mr. SM Buthelezi Tel No: 035 833 5002

APPLICATIONS : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855

FOR ATTENTION : Human Resource Manager

NOTE : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

CLOSING DATE : 19 December 2022

POST 46/521 : **SUPPLY CHAIN MANAGEMENT OFFICER REF NO: NKAH 10/2022**
Re-Advertised

SALARY : R269 214 per annum

CENTRE : Nkandla Hospital (Assets)

REQUIREMENTS : Matric/ Senior Certificate (Grade 12) 3-5 years' experience in Supply Chain Management Environmental especially in Asset Management
Recommendations: Diploma in Finance / Supply Chain Management, Knowledge of government prescripts, Practical Knowledge of SCM, Good planning, organising, problem solving and team building skills, Computer literacy: Ms Word, Excel, Power point and MS Outlook, Knowledge of Asset Management Policy, Good verbal and written communication skills.

DUTIES : Oversee the proper management of assets from the compilation of the assets register and compilation of the assets register and proper barcoding of assets, Conduct internal audit and risk management on regular basis, Conduct stocktaking of all assets inventories on quarterly basis and compile report as per requirement, Ensuring the availability of stock and other inventories, Coordinate in-service training in order to promoter service delivery, Proper management and safeguarding of stock room, Monitoring and management of stock levels, Management of face value books and inventories within the institution and clinics, Ensure receiving and receiving of goods are according to policies, Capture Assets procured by the institution on FAR, do assets additions and journals, Update the disposal plan with the specific details of items that are to be disposed, Capture all obsolete and condemned assets on a disposal plan for submission to supervisor, Manage services and repairs of medical equipment through Health Technology services, Deal with disciplinary and grievance matters including monitoring and managing absenteeism.

ENQUIRIES : Mr. SM Buthelezi Tel No: 035 833 5002

APPLICATIONS : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital, Private Bag X102, Nkandla, 3855.

FOR ATTENTION : Human Resource Manager

NOTE : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

CLOSING DATE : 19 December 2022

POST 46/522 : **HUMAN RESOURCE OFFICER (SUPERVISOR) REF NO: RIET 18/2022 (X1 POST)**
Component: Human Resources

SALARY : R269 214 per annum (Level 07). Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Conditional), Plus NP cash allowance.

CENTRE : Rietvlei Hospital

- REQUIREMENTS** : Grade 12/Senior certificate / Standard 10 qualification. Plus 3-5 years' experience in Human Resource Management. Recommendations: PERSAL knowledge. Computer Literacy in Ms Word Packages. .Knowledge, Skills, Training and Competencies Required: Prescripts governing Human Resources. Knowledge of PERSAL System. Communication skills written and spoken. Confidentiality adherence.Planning and organizing skills. Problem Solving. Records management and effective filling skills.
- DUTIES** : Supervise Human Resource Practices component. Training and Development of staff in Human Resource Practices. Assist with Orientation and Induction of staff in HR Practices.Manages. Performance Management and Development for HR Officers. Ensures effective debt management for in-service and out of service staff .Approval of transactions on PERSAL timeously. Ensures effective utilisation of resources in the Human Resource component. Assist with Human Resource Management activities as assigned by Assistant Director: HRM. Ensures quality assurance within human resource practices component. Monitor and evaluate effective implementation of Human Resource policies and procedures.
- ENQUIRIES** : Mr M.H Mbatha at 067 355 4834
- APPLICATIONS** : All applications must be directed to: Attention: Miss Ntuzela, Rietvlei Hospital, and Private Bag X501, Stafford's Post ,Via Port Shepstone, 4686 or hand deliver to Rietvlei hospital Human Resource Component.
- NOTE** : The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work. Directions to Candidates: The following documents must be submitted. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.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. Failure to produce these documents will disqualify candidates. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. RIET 18/2022. Please note that due to the large number of applications received, applications will not be acknowledged. However all short-listed candidates will receive written responses. Due to budget constraints the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.
- CLOSING DATE** : 19 December 2022
- POST 46/523** : **HUMAN RESOURCE PRACTITIONER (HRD AND PLANNING) REF NO: RIET 19/2022 (X1 POST)**
Component: Human Resources
- SALARY** : R269 214 per annum (Level 07). Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Conditional).
- CENTRE** : Rietvlei Hospital
- REQUIREMENTS** : Grade 12 (senior certificate)/ Standard 10.Degree / National Diploma in Human Resource Management /Public Management/Administration/Training Management.3-5 years of experience in Human Resource. Computer literacy ,Ms Office Software application. Certificate of Service endorsed by Human Resources. Recommendations: A Valid driver's licence. Knowledge, Skills, Training and Competencies Required: Knowledge of all relevant legislation, prescripts and white papers in Human Resource Management policies. Knowledge of Persal System. Sound knowledge and understanding of Human Resource Management with emphasis on Human Resource Planning and Development. Ability to maintain high level of confidentiality. Adequate communication (verbal and written), interpersonal and problem solving skills. Presentation skills.

- DUTIES** : Develop, implement and evaluate Human Resource Plan, Employment Equity plan and Workplace Skills Plan. Manage and monitor the implementation of EPMS for all staff in the hospital, Clinics and proper maintenance of EPMS records. Co-ordinate and Monitor the implementation of Human Resource Strategies and projects in the hospital Internship, Bursaries, workplace integrated learning, Learnership. Develop and maintain Database for Grade progression. Develop and Maintain database for HRD training program. Compile-in-service training plan for the Entire hospital, clinics and monitor implementation. Co-ordinate and Facilitate training e.g. Induction and training and update Records for all training. Prepare and submit monthly, quarterly and annual reports. Facilitate monthly/quarterly IHETDC meetings.
- ENQUIRIES APPLICATIONS** : Mr M.H Mbatha at 067 355 4834
: All applications must be directed to: Rietvlei Hospital, and Private Bag X501, Stafford's Post, Via Port Shepstone, 4686 or hand deliver to Rietvlei Hospital Human Resource Component.
- FOR ATTENTION NOTE** : Miss N Ntuzela
: The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal places of work. Directions to Candidates: The following documents must be submitted. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.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. Failure to produce these documents will disqualify candidates. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. RIET 19/2022. Please note that due to the large number of applications received, applications will not be acknowledged. However all short-listed candidates will receive written responses. Due to budget constraints the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.
- CLOSING DATE** : 19 December 2022

DEPARTMENT OF TRANSPORT

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

- APPLICATIONS** : 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.
- FOR ATTENTION** : Mr C McDougall
- CLOSING DATE** : 20 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.

OTHER POST

- POST 46/524** : **DEPUTY DIRECTOR: TECHNICAL INTERVENTIONS REF NO: P09/2022**
 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** : R766 584 per annum, (all Inclusive, flexible remuneration package)
CENTRE : Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
REQUIREMENTS : An undergraduate NQF level 6 qualification or higher: Bachelor of Commerce (B-Com) in Business Economics / Entrepreneurship; plus A minimum of 3 years junior management experience in the field of Broad Based Black Economic Empowerment and Transformation; plus A valid driver's license (minimum code B). Knowledge, Skills, Training and Competencies Required: Knowledge of various administrative policies and procedures in the public sector. Knowledge of transformation policies, legislative frameworks and programmes relating to the infrastructure/ construction sector empowerment e.g Broad Based Black Economic Empowerment (B-BBEE) etc Knowledge and understanding of Procurement legislation which supports empowerment e.g Preferential Procurement Regulations; Contractor Development etc. Knowledge of construction sector industry regulation issues Knowledge in designing relevant and compliant empowerment programmes. Knowledge of the interpreting and compiling timely well researched management reports. Knowledge of how to operate a variety of electronic equipment used by the Department e.g. multimedia projector etc. Knowledge of computer-based information systems e.g. (software packages MS Excel, MS Word, PowerPoint, MS Access, MS Project, MS Teams etc.). Knowledge of project management. The ideal candidate should be an approachable, team-plyer, and innovative thinker. He/she should be receptive to suggestions and ideas.
- DUTIES** : Develop Departmental Economic Empowerment strategies, policies, frameworks for SMMEs owned by designated groups. Implement transformation policies, frameworks and programmes relating to economic

empowerment. Facilitate the implementation of Enterprise Development interventions. Liaise with business units to develop transformation plans Liaise with business units identify commodities to be targeted for SMME participation. Champion the B-BBEE compliance in the Department. Monitor legislative changes relating to transformation and B-BBEE and update the organization accordingly. Conduct research to identify SMME development challenges and propose innovative solutions. Build strategic relationships with SMMEs owned by designated groups to advance economic empowerment. Provide high-quality and timely progress reports to internal and external stakeholders on the transformation of the Departmental procurement spend.

ENQUIRIES

: Ms VL Mdletshe Tel No: 033 – 355 8707/06

NOTE

: It is the intention of this Department to consider equity targets when filling this position.