

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

OTHER POSTS

- POST 01/316** : **HEAD - CLINICAL UNIT (GERIATICS) REF NO: HCUGERIATICS/1/2023**
Department: Geriatrics Department
Re- Advertisement: All those who applied previously will need to re-apply
- SALARY** : R1 807 380 per annum, (all-inclusive salary package excluding commuted overtime)
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Qualification in the appropriate health science (MBCHB or equivalent) Current registration with the Health Professions Council of South Africa as a Medical Specialist –Physician. Possession of a Diploma in Geriatric Medicine and/or a subspeciality certificate in Geriatric Medicine. A minimum of 5 years' appropriate experience in Geriatrics. Recommendation: Possession or studying towards PhD will be an advantage. Knowledge, Skills, Training and Competence Required: Sound knowledge of and experience in management of Geriatric syndromes. Knowledge of national and international demography, current health and public service legislation, regulation and policy including medical ethics, epidemiology and statistics. Good communication skills and decision making. Clinical, procedural and training skills in Geriatric Medicine Experience in working in multidisciplinary teams. Ability to teach and supervise junior staff Research principles. Counselling and conflict resolution skills. Leadership, administration and management skills. Demonstrate the ability to work as part of a multidisciplinary team.
- DUTIES** : Control and management of clinical services as delegated by the Head of Department. Maintain satisfactory clinical, professional and ethical standards related to these Services. Maintain necessary discipline over staff under his/her control. Attend to administrative matters as pertains to the unit and department. Conduct, assist and stimulate research. Training of undergraduate medical students, postgraduate medical students (internal medicine and sub-Speciality registrars in Geriatric Medicine) and allied Health Personnel in Geriatric Medicine and participation in formal teaching as required by the department. Promote community-orientated services and participate in outreach programmes. Conduct specialized outpatient clinics and provide expert opinion where required. After hours consultant cover for Geriatric Medicine at Inkosi Albert Luthuli Hospital. Assist with the setting of protocols for the management of Geriatric Giants and other age-related conditions. Assist with the development of clinical audit programmes in the hospitals in the above districts. Develop measures to ensure quality assurance for the Geriatric Medicine.
- ENQUIRIES** : Dr LP Mtshali Tel No. 031 2401124
- APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Inkosi Albert Luthuli Central Hospital, Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected

to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 27 January 2023
- POST 01/317** : **MEDICAL SPECIALIST REF NO: MEDSPECORTHO/1/2023 (X1 POST)**
Department: Orthopaedics
- SALARY** : Grade 1: R1 156 308 per annum, (all-inclusive salary package), excluding commuted overtime
Grade 2: R1 322 100 per annum, (all-inclusive salary package), excluding commuted overtime
Grade 3: R1 534 356 per annum, (all-inclusive salary package), excluding commuted overtime
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
Medical Specialist: **Grade 1:** appointment to Grade I requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Medical Specialist in a normal speciality (Orthopaedics). Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa as Medical Specialist – Orthopaedics. Medical Specialist **Grade 2:** Five (5) years post registration experience as a Medical Specialist -Orthopaedics with Health Professions Council of South Africa. Medical Specialist: **Grade 3:** Ten (10) years post registration experience after registration as Medical Specialist – Orthopaedics with Health Professions Council of South Africa. MBCHB or equivalent. Registered HPCSA qualification as a specialist in Orthopaedics, Current Registration with the Health Professions Council of South Africa as an Orthopaedic Surgeon. Recommendation: Experience and interest complex orthopaedic trauma and elective arthroplasty. Experience in managing severe trauma. Candidate must be able to operate independently on patients with orthopaedic trauma and uncomplicated elective orthopaedic patients requiring surgical treatment, Knowledge, Skills, Experience and Competencies: Sound clinical and patient management skills. A working knowledge of human resource management; information management; quality assurance programs; current health and public service legislation, regulations and policy; medical ethics; financial management. Teaching and research experience.
- DUTIES** : Incumbent to be based at IALCH with commitments to outreach within, and beyond the DFR as directed. This post is primarily designed to provide orthopaedic services under the direction of the head of department. The individual will provide expert knowledge in the specialty of Orthopaedics Surgery. This encompasses primarily the assessment and treatment of patients requiring orthopaedic care. The candidate will also be responsible for teaching junior medical and paramedical staff. S/he is expected to engage in research and perform administrative functions as directed by the Head of Department. S/he will also participate in orthopaedic outreach programmes within the framework of the Department of Health. After hours duties are mandatory. Provide orthopaedic care to patients with orthopaedic conditions, especially trauma. Provide orthopaedic services to the trauma unit and elective orthopaedic services as required. Be responsible for basic operations, especially for bone and soft tissue trauma. To supervise and teach new doctors in the treatment of orthopaedic conditions, especially trauma. Conduct out-patient clinics in the hospital. Conduct patient management in the wards including both High Care and Intensive Care Unit and ensuring set standards are maintained. Perform outreach within the metropolitan (clinics and theatre lists as directed by the head of department). Doctors have to be available after hours to provide relevant emergency cover as required. Be responsible for all letters and assist patients with SASSA forms and medico-legal issues and forms. Conduct research in the field of orthopaedics. The incumbent will also be responsible for teaching of medical, paramedical and nursing staff. Prepare and Attend Mortality and Morbidity meetings as required and forms. Conduct research in the field of orthopaedics.
- ENQUIRIES** : Dr PV Ryan Tel No: 031-240 2160

- APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Inkosi Albert Luthuli Central Hospital, Private Bag X03, Mayville, 4058.
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- CLOSING DATE** : 27 January 2023
- POST 01/318** : **MEDICAL SPECIALIST REF NO: MEDSPECTRANSPLANTSURG/1/2023 (X1 POST)**
Department: Transplant Surgery
- SALARY** : Grade 1: R1 156 308 per annum, (plus commuted overtime)
Grade 2: R1 322 100 per annum, (plus commuted overtime)
Grade 3: R1 534 356 per annum, (plus commuted overtime)
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
: **Grade 1:** requires appropriate qualification plus registration with Health Professions Counsel as a Specialist Surgeon. General Surgical Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with Health Professions Council of South Africa. **Grade 2:** requires appropriate qualification and a minimum of 5 years' experience after registration as a Specialist Surgeon. **Grade 3:** requires appropriate qualification and a minimum of 10 years' experience after registration as a Specialist Surgeon Senior Certificate (Matric). MBCHB or equivalent qualification registered with HPCSA. FCS (SA) or MMed (Surg) Plus Current Registration with the Health Professions Council of South Africa as a Specialist Surgeon. Candidates who have completed their period of registrar training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with Health Professions Council of South Africa. The candidate must be dedicated to the development of the transplant unit within the provincial health sector in Kwa-Zulu Natal. Recommendations: Experience in Renal Transplantation and Access surgery. Management experience will be an added benefit. Knowledge, Skills, Training and Competencies. Demonstrate the ability to supervise and teach junior staff. Demonstrate ability to work as part of a multidisciplinary team. Proven management ability, sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills. Behavioural attributes: stress tolerance, to work within a team and the ability to build and maintain good relationships. Knowledge of the Transplant Process (Living and cadaveric donation), immunology and immunotherapy.
- DUTIES** : To assist the clinical head of department and head of clinical unit with overall running of the transplant unit, which includes access surgery at Inkosi Albert Luthuli Central Hospital. To provide expert management for end-stage renal disease patients awaiting transplant. To perform both donor and recipient

surgery for the renal transplant unit. To help develop policies and guidelines for the efficient running of the transplant programme in KZN. To assist with undergraduate and post-graduate teaching programmes. To provide afterhours cover for the transplant unit to ensure uninterrupted service delivery. To assist with clinical audits and engage in research projects relating to the activities of the transplant unit.

ENQUIRIES : Dr S.L Pillay Tel No: (031) 2401000, ext 2431, Speed dial 6689
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Inkosi Albert Luthuli Central Hospital, Private Bag X03, Mayville, 4058.

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CLOSING DATE : 27 January 2023

POST 01/319 : **MEDICAL SPECIALIST REF NO: MEDSPECRENAL/1/2023 (X1 POST)**
Department: Nephrology

SALARY : Grade 1: R1 156 308 per annum, (all-inclusive salary package), (excluding commuted overtime)
Grade 2: R1 322 100 per annum, (all-inclusive salary package), (excluding commuted overtime)
Grade 3: R1 534 356 per annum, (all-inclusive salary package), (excluding commuted overtime)

CENTRE : IALCH, and Durban Functional region
REQUIREMENTS : MBCHB or equivalent, FCP (SA) or equivalent. Current Registration with HPCSA as a Specialist Physician – Nephrologist Experience – Specialist
Grade 1: No experience required. **Grade 2:** 5 years post registration experience as a Specialist Physician Nephrologist **Grade 3:** 10 years post registration experience as a Specialist Physician Nephrologist Knowledge, Skills, Training and Competency Required: Drivers License and own transport. Ability to teach and supervise registrars, medical officers, ancillary and nursing staff. Management Skills: Good administrative, decision making and communication skills. Knowledge of the ethical and academic basics of research principles. In-depth knowledge of medical ethics and its application.

DUTIES : Function as a Nephrologist in the department. Management of general Nephrology, chronic peritoneal dialysis and transplant outpatient clinics. Performance of kidney biopsies, vascular Haemodialysis and percutaneous tenckhoff catheter insertions. Manage acute and chronic Haemodialysis at IALCH, St Aidans and Addington Hospital. Supervise and manage medical and allied staff at IALCH. Participate in the departments Outreach programme. Performance of administrative duties at IALCH. Actively participate in the academic programme at the Nelson R Mandela School of Medicine, including student teaching, undergraduate and postgraduate exams. The successful candidate is required to participate in after – hours overtime work.

- ENQUIRIES APPLICATIONS** : Prof A Assounga Tel No: 031-2401324/0312401325
 : 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** : 27 January 2023
- POST 01/320** : **MEDICAL SPECIALIST REF NO: MEDSPECRHEUM/1 /2023 (X1 POST)**
 Department: Rheumatology
- SALARY** : Grade 1: R1 156 308 per annum, (all-inclusive salary package), (excluding commuted overtime).
 Grade 2: R1 322 100 per annum, (all-inclusive salary package), (excluding commuted overtime)
 Grade 3: R1 534 356 per annum, (all-inclusive salary package), (excluding commuted overtime)
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
 : MBCHB or equivalent qualification, FCP (SA) and Current registration as a Specialist Physician with the Health Professions Council of South Africa. A certificate in rheumatology will be an advantage. Experience: **Grade 1:** No experience required. The appointment to Grade I requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Specialist Physician. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa. **Grade 2:** Requires appropriate qualification, registration certificate plus 5 years' experience after registration with the Health Professions Council of South Africa as Specialist Physician. **Grade 3** Requires appropriate qualification, registration certificate plus 10 years' experience after registration with the Health Professions Council of South Africa as a Specialist Physician.
- DUTIES** : To efficiently execute duties which support the aims and objective of the Department of Rheumatology. To provide specialist care for in-patients and out-patients in the Department of Rheumatology. To participate in the teaching and training of undergraduate students and registrars in Internal Medicine and rheumatology. To participate in the administrative responsibilities of the Department of Rheumatology. To participate in and contribute to all the education, training, research and outreach activities of the Department of Rheumatology. Work as part of a multi-disciplinary team as required.
- ENQUIRIES APPLICATIONS** : Dr F Paruk Tel No: 031 2401306/12 paruk@ukzn.ac.za
 : 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

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

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. 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

: 27 January 2023

POST 01/321

: **CHIEF EXECUTIVE OFFICER REF NO: G108/2022**

SALARY
CENTRE
REQUIREMENTS

: R908 502 per annum (Level 12), (an all-inclusive salary package)
: Charles Johnson Memorial Hospital
: Matric Certificate (Grade 12), A degree/advanced diploma in a health related field, registration with relevant professional council; PLUS A degree/diploma in health management OR degree/advanced in a management field. PLUS At least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver's licence (Code 08). Knowledge, Skills, Training And Competences Required:- Knowledge of relevant legislation such as Nation Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies:- Strategic capacity and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies:- Service delivery innovation, knowledge management, Problem solving and analysis, communication, client orientation and customer focus.

DUTIES

: Job Purpose To plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective and efficient manner, working with the key executive management team at the hospital and within the legal and regulatory framework, and government requirements, To represent the hospital authoritatively at provincial and public forums, To provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans as well as the Department's strategies goals and Objectives. Financial Management: Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, financial planning, resource mobilization, including monitoring and evaluation; Ensure appropriate asset management and accountability of all assets of the institution; Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress; Maximize revenue through collection of all income due to the hospital. Facility Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to ensure planning and timeous maintenance of facilities and equipment. Human Resource Management: Implement and maintain human resource management policies and guidelines,

systems and procedures that will ensure effective and efficient utilization of human resources; Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety committees; Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority in line with PFMA, and Supply Chain Management prescripts; Ensure that goods and services are procured in a cost effective and timely manner; Ensure sound contract management for all contracted services. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Board and other relevant oversight committee/bodies; Ensure the establishment of the relevant governance structures linked to clinical and non-clinical functions and responsibilities; Manage all the institutions risks and implement strategies to ensure optimal achievement of health outcomes.

ENQUIRIES
APPLICATIONS

: Mrs PC Mbatha Tel No: 034 299 9116
: All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand delivered to: 330 Langalibalele Street Natalia Building, REGISTRY, Minus 1:1 North Tower

FOR ATTENTION
NOTE

: Ms N. Makhathini
: 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 employer/s prior to the date of the interview.

CLOSING DATE

: 27 January 2023

POST 01/322

: **CHIEF EXECUTIVE OFFICER REF NO: G109/2022**
Cluster: Hospital Management Services

SALARY
CENTRE
REQUIREMENTS

: R908 502 per annum (Level 12), (an all-inclusive salary package)
: Church of Scotland Hospital
: Matric Certificate (Grade 12), A degree/advanced diploma in a health related field, registration with relevant professional council; PLUS A degree/diploma in

health management OR degree/advanced in a management field. PLUS At least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver's licence (Code 08). Knowledge, Skills, Training And Competences Required: Knowledge of relevant legislation such as Nation Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: Strategic capacity and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, communication, client orientation and customer focus.

DUTIES

: Job Purpose To plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective an efficient manner, working with the key executive management team at the hospital and within the legal and regulatory framework, and government requirements, To represent the hospital authoritatively at provincial and public forums, To provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans as well as the Department's strategies goals and Objectives. Financial Management: Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, financial planning, resource mobilization, including monitoring and evaluation; Ensure appropriate asset management and accountability of all assets of the institution; Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress; Maximize revenue through collection of all income due to the hospital. Facility Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to ensure planning and timeous maintenance of facilities and equipment. Human Resource Management: Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources; Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety committees; Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority in line with PFMA, and Supply Chain Management prescripts; Ensure that goods and services are procured in a cost effective and timely manner; Ensure sound contract management for all contracted services. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Board and other relevant oversight committee/bodies; Ensure the establishment of the relevant governance structures linked to clinical and non- clinical functions and responsibilities; Manage all the institutions risks and implement strategies to ensure optimal achievement of health outcomes.

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APPLICATIONS**

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**FOR ATTENTION
NOTE**

: Ms N. Makhathini
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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 appointee 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 employer/s prior to the date of the interview.

- CLOSING DATE** : 27 January 2023
- POST 01/323** : **MEDICAL OFFICER REF NO: MOTRANSPLANT&TRAUMA/1/2023 (X1 POST)**
Department: Transplant and Trauma Unit
- SALARY** : Grade 1: R858 528 per annum, (all-inclusive salary package), excluding Commuted Overtime
Grade 2: R981 639 per annum, (all-inclusive salary package), excluding Commuted overtime
Grade 3: R1 139 217 per annum, (all-inclusive salary package), excluding Commuted Overtime
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
: **Grade 1:** No experience required. The appointment to grade 1 requires 1 year relevant experience after community service or registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** requires 5 years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** The appointment to Grade 3 requires 10 years registration experience as a Medical Officer after registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven Years (11) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa Registration with the Health Professions Council of South Africa as Medical Practitioner. Current registration as Medical Practitioner with HPCSA. Completion of Community Service and full registration Independent Practice. Additional recommendations: Completion of the ATLS and ACLS and PALS (or APLS) courses. Proof of additional training such as Dip PEC or DA, completion of FCS (SA) training but not yet registered as specialist. Knowledge, Skills, Training and Competencies Required: Sound knowledge of medicine, surgery and paediatrics including the recognition and management of emergencies in both adults and children. Knowledge of principles of peri-operative care, and supportive management of the critically ill burn or trauma patient. Knowledge of the transplant process and post-operative management of the surgical patient. Demonstrate ability to work as part of multidisciplinary team. Sound

- communication, negotiation, planning, organising, leadership, decision making and interpersonal skills.
- DUTIES** : Initial resuscitation, ongoing ward management and perioperative care of the acute trauma, transplant and renal failure patients. Assisting with the operative management of the trauma, transplant and renal failure patient. Participation in the audit, academic and research programs of the trauma and transplant unit. After hour calls will be done in the trauma ICU. The successful candidate will also be expected to cover burns and transplant patients during the call. The successful candidate will be responsible for both trauma/burns patients and transplant unit emergencies. Calls are done on-site (NB after a minimum of 6 months the experience may be signed off as required ICU-time for the surgical intermediate exam for those not yet at that level). Participation in the burn care and trauma team. Due to the participation in the Trauma Team the requirement is for completion of ATLS/ACLS and PALS as per the TSSA Level 1 Trauma Center accreditation status. The day working hour duties will be done in the Department of Transplant and Renal surgery unit at IALCH. Active participation in the clinical activities in the allocated domain in Transplant Surgery (in-patient, out-patient, theatre, angiosuite, internal and external consults).
- ENQUIRIES APPLICATIONS** : Dr SL Pillay Tel No: 031-240-1000 ext 2431 / speed-dial 6689
- : 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** : 27 January 2023
- POST 01/324** : **DEPUTY DIRECTOR: FINANCIAL MANAGEMENT REF NO: GS 84/22**
Component: Finance Department
- SALARY** : R766 584 per annum (Level 11), (all-inclusive package) consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.
- CENTRE REQUIREMENTS** : Grey's Hospital- Pietermaritzburg
- : Grade 12/ Senior Certificate An Appropriate Bachelor's Degree or Advance Diploma (NQF Level 7) in Accounting, Cost Management & Accounting, Financial Management, or Advance Diploma (NQF Level 7) in Business Administration or equivalent qualification; PLUS Three (3) to Five (5) years managerial experience in Finance Management NB! Only shortlisted candidates will be required to submit proof of all documents and Proof of current and previous work experience endorsed by your Human Resource section (only when shortlisted). Recommendation: A valid code B Driver's License (code 8) Knowledge, Skills and Experience: The incumbent of this post will be report to the Chief Executive Officer, and will be responsible to provide financial management in order to ensure that resources are managed in such

a way that the institution delivers sustainable, co-ordinate and integrated patient health care, and as such the ideal candidate must: Possess thorough knowledge of Laws, Regulations, Policies, Instructions, Practices Notes, Public Finance Management Act, Treasury Regulations and Treasury Guidelines. Possess in-depth knowledge of budget procedures and BAS Have the ability to perform independently and under pressure Have good communication and interpersonal relations Be computer literate with a proficiency in Excel and PowerPoint Software applications Possess knowledge of human resource management policies Have planning, organizing, analytical thinking and presentation skills Be able to develop/ implement policies and financial practices Possess knowledge of procurement procedures and directives Computer Literacy with knowledge of a computerized financial management system.

- DUTIES** : The implementation of sound financial management controls Preparation and motivations for the medium Term Expenditure Framework budget. Ensure that the institution remains within its cash flow. Ensure effective and timeous financial reporting Provide the CEO and management with strategic directions on all aspects of finance management. Evaluate the effectiveness of business processes to achieve cost-saving and other efficiencies Maintain adequate availability and efficient utilization of staff in the Finance and SCM. Develop and manage the budgeting process in the institution in consultation with hospital management and other stakeholders in line with the Department's strategy on financial management. Promote the use of information technology and management information system to enhance service delivery and cost effectiveness Develop and customize guidelines for outsourcing non-core hospital functions and train line managers on these guidelines and their implementation Ensure effective management of National Tertiary Service Grant in line with Tertiary services. Exercise overall control of the budget and expenditure of the institution as a Responsibility Manager in line with PFMA. Provide the Chief Executive Officer with the financial information that is accurate, concise and reliable to facilitate effective decision-making. Develop and implement and monitor measures designed to optimize the collection of revenue. Analyse, audit, interpret and consolidate financial data as contained in books for financial year, in accordance accounting procedure. Exercise management and leadership over the areas allocated.
- ENQUIRIES** : Dr KB Bilenge Tel No: 033 8973321
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only.
- CLOSING DATE** : 27 January 2023
- POST 01/325** : **HEAD OF DEPARTMENT-GENERAL NURSING SCIENCE (PND 3) REF NO: PMMC07/2022 (X1 POST)**
- SALARY** : Grade 1: R606 042 per annum, 8% In-hospitable area allowance, 13th Cheque, Medical Aid (optional) and Housing Allowance.
- CENTRE** : Prince Mshiyeni Memorial Campus
- REQUIREMENTS** : Senior Certificate/Grade 12A PLUS Diploma /Degree in Nursing (General, Community, Psychiatry) and Midwifery PLUS Post Basic qualification in Nursing Education registered with the South African Nursing Council (SANC). A minimum of nine (9) years appropriate/recognizable nursing experience after registration as a Professional Nurse with SANC. At least four (4) years of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the post-basic qualification in Nursing Education. Unendorsed valid Code EB driver's licence. Recommendations: Masters' Degree in Nursing. Post - registration qualification in Nursing Management/Nursing Administration/Health Science Management. Basic Computer Literacy. Post Basic qualification (R212) Knowledge, Skills and Experience The incumbent of this post will report to the Principal of Prince Mshiyeni Memorial Campus and will be responsible coordinate to implement and monitor an effective and efficient nursing education and clinical training system. The ideal candidate must: Possess knowledge of Public Service Administration Acts and Legislation such as Health Act, Higher Education. Act, SAQA Act, NQF, Nursing Act, Rules and Regulations, Council on Higher

Education Policies, College Policies, PSR, Disciplinary Code and Procedure, Labour Relations Act, etc. Have in-depth knowledge of procedures and processes related to nursing and nursing education and training. Possess sound knowledge and understanding of nursing code of ethics and professional practice of the South African Nursing Council. Thorough knowledge and understanding of Nursing Standard of Practice and Scope of Practice. Possess knowledge of curriculum development and review. Knowledge of procedures and processes related to coordination of Basic and Post-Basic Nursing including the Diploma in Nursing (General, Community, Psychiatry) and Midwifery, Diploma in Nursing, Higher Certificate in Nursing, Advanced Diploma in Midwifery and Post-Graduate Diploma's in Nursing. Possess proficiency in teaching and assessment in Nursing Education. Possess sound knowledge of planning, scheduling, implementation of Nurse training programmes. Possess sound conflict and decision-making/problem solving skills. Have good research and analytical skills. Have excellent communication and presentation skills (both verbal and written). Computer literacy with proficiency in MS Office package, Excel, Power Point and Outlook. Good interpersonal relations. Ability to work within set deadlines.

DUTIES

: Coordinates the provision of education and training of students Nurses. Manage clinical learning exposure to students between college and clinical areas. Coordinates and ensure clinical accompaniment of students. Coordinates the implementation of R171 including teaching and learning and assessment in the first to third year level including General Nursing Science, as well as the R425 GNS component. Develops and ensure implementation of quality assurance programmes. Collaborates with other internal and external stakeholders and build a sound relationship within the Department. Supervision and management of performance and development of staff under your discipline in accordance with EPMDS policy. Oversees the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participates in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participates in all governance structures of the College.

ENQUIRIES APPLICATIONS

: Mrs R Bridgemohan Tel No: (031) 907 8314
 : Applications should be directed to: The Registrar: Prince Mshiyeni Memorial Campus, Private Bag X10, Mobeni, 4060.

FOR ATTENTION NOTE

: Miss.NP Mkhwanazi
 : Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from website-www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The reference number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. Faxed and emailed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by employer prior to the date of the interview. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

CLOSING DATE

: 27 January 2023

POST 01/326

: **OPERATIONAL MANAGER NURSING: (SPECIALITY NURSING STREAM) PN-B3 THEATRE REF NO: OPMAN (SPEC NURS) THEATRE/1/2023**

SALARY

: R588 378 per annum, plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional

<u>CENTRE REQUIREMENTS</u>	: IALCH : Degree/Diploma in General Nursing plus 1 year post basic qualification (DOTT/ Operating Theatre Nursing). Current registration with SANC as General Nurse and in required field as indicated above. A minimum of 9 years appropriate recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing is required. At least 5 years of this period must be appropriate/recognisable experience in the Theatre speciality after obtaining the required 1-year post- basic qualification. Knowledge, Skills, Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Knowledge of IHRM (Ideal Health Realization maintenance) guidelines. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs and expectations (Batho Pele and Patients' Rights charter). Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organise own work, time and that of support personnel to ensure proper nursing care in the unit.
<u>DUTIES</u>	: Work as part of a multi-disciplinary team to ensure quality health outcomes. Ensures cost -effective, equitable and efficient utilization of human and material resources. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by Office of Health Standards Compliance and IALCH. Achieve hospital performance indicators for theatres at IALCH. Ensure compliance to professional and ethical practice. Work effectively and amicably at supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Ensure and facilitate implementation of healthcare standards as guided by the National Core Standard. Participates and facilitates implementation of priority programs of health department. Facilitates and supports continuous professional development and research within the unit. Manage data and information systems within area of work. Perform duties as allocated by the Assistant Manager-Nursing Speciality. Rotation within theatre complex will be implemented.
<u>ENQUIRIES APPLICATIONS</u>	: Ms NE Maphekula Tel No: 031 240 2013 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Inkosi Albert Luthuli Central Hospital, Private Bag X03, Mayville, 4058.
<u>NOTE</u>	: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. 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.
<u>CLOSING DATE</u>	: 27 January 2023

POST 01/327 : **OPERATIONAL MANAGER NURSING (PHC) MOBILE CLINIC REF NO: NMH/OMN/PHC2/2022 (X1 POST)**

SALARY : Grade 1: R588 378 – R662 220 per annum, Rural allowance 8%
CENTRE : Niemeyer Memorial Hospital (Mobile Clinic)
REQUIREMENTS : Standard 10 or Grade 12. Degree/Diploma in General Nursing, Midwifery, Community Health Nursing Science and Diploma in Health Assessment, Care and Treatment. Minimum of 9 years appropriate/ recognisable experience in nursing after registration as a Professional nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the 1 year post- basic qualification in post basic Qualification in the relevant speciality. Current SANC receipt (2022) Previous and current work experience /certificate of Service endorsed by your Human resource department. Knowledge, Skills, Training and Competences Required: Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and 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 programme nursing care processes and procedures nursing statutes and other related legal framework. Knowledge and understanding of human right charter, Batho Pele principle and labour relations act. Knowledge nursing act health act occupational health, safety act and mental health act.

DUTIES : Provision of quality comprehensive PHC Package of service in line with NHI initiatives. Health Promotion, Disease prevention, curative and rehabilitation services. Provision of administration services Participate in the clinic arrangement and sustainability in the implementation Integrated Clinical Service management (ICSM). Provide support to CSO in the implementation of Health Patient Appointment System and pre-retrieval of patient files (HPRS). Provide quality and complete patient information in the Health Patient records Manage patients according to standard treatment guidelines and EML Perform all activities within HAST programme Implement Provider counselling and testing Implement Universal testing and treat as per guideline Implement and achieve individual targets linked to 90-90-90 strategy Increase Positive case finding through implementation of Index Testing and linkage to care. Work integrative with Ward Based Outreach teams towards achieving recension in care Participate in the Maternal, Child Women's health programme to achieve targets linked to the programme indicators. Participate in the achievement of couple year protection (Insertion of Long Acting Reversible Contraceptive Method) Perform cervical cancer screening as per cervical cancer screening policy Participate in the implementation of Youth Friendly Services. Stakeholder participation in the Operation Sukuma Sakhe and present health challenges for outputs for the facility catchment area. Participate in the community outreach services, campaigns and Izimbizo Participate in the implementation of non-pharmaceutical intervention for epidemic response Implement covid-19 rescue plan within PHC programme Provision of administrative services ensures proper, cost effective use of material resources. Identify needs of financial planning and indirect control of expenditure. Provide Clinical teaching and continuous training to other staff categories during in-service training programme Participate in quality, monitoring and evaluation of PHC programme Conduct clinical audits for priority programme, Analyze and develop quality improvement plans. Participate in the Quality programme that provide quality of care : Patient complaints, Safety incidence and Patient Experience of care and Waiting times Participating in the production of facility quality data, ensuring complete patient record, correct entries of data elements in the tick register and other relevant registers, compiling of daily, weekly and monthly statistics. Timeous submission of complete, reliable statistic. Act on the Generated line list reports from Tier.net and action them.

ENQUIRIES : Mrs. GN Nkosi Tel No: 034-331 3011
APPLICATIONS : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980.

NOTE : Directions to Candidates: The following documents must be submitted: Applications are not required to submit copies of qualification and other relevant document on application but must submit the Employment Form (Z83)

and the detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidate on or before the interviews. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83 e.g. Reference Number (NMH/PHC2/2022) Persons with disabilities should feel free to apply for the post Failure to comply with the above instructions will disqualify the applicants. The appointment is subject to positive outcome obtained from the State Security Agency (SAA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that no S&T payments will be considered for payment to candidates that are Invited for interview.(This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity at all levels of different Occupational Categories in the Department). NB: Employment equity target African male.

- CLOSING DATE** : 27 January 2023
- POST 01/328** : **OPERATIONAL MANAGER NURSING REF NO: CTH16/2022 (X1 POST)**
- SALARY** : R588 378.per annum, Plus 13th Cheque Housing Allowance (Employees must meet prescribed requirements), 12% Rural Allowance, Medical Aid (Optional).
- CENTRE** : Ceza-Thulasizwe District Hospital (PHC)
- REQUIREMENTS** : Degree or Diploma in General Nursing Science and Midwifery or equivalent qualification that allows registration with SANC as a professional nurse. One (1) year Post Basic Qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse of which 5 years must be appropriate/recognizable experience after obtaining a 1 year post basic qualification in PHC. Current registration with SANC as a professional nurse (2022). Knowledge, Skills, Training and Competencies. Knowledge of nursing care and procedures, Knowledge of nursing statutes and relevant legal prescripts, Knowledge of disciplinary process and grievance procedure, Leadership, organization, decision making and problem solving skills, Good communication, interpersonal relations, counselling and conflict management skills, Human resource and financial management skills, Report writing and time management skills. Knowledge of Employee Performance Management Development System (EPMDS).
- DUTIES** : Provide comprehensive services according to PHC package services. Provide effective and professional leadership by ensuring that the facility is organized to provide quality nursing care. Manage and direct satisfaction with the improved service delivery by upholding Batho Pele Principles. Evaluate patient care programs and initiate plans for improvement that are supported by strong work ethics. Provide safe and therapeutic environment that allows a practice of safe nursing care as laid down by nursing act. Ensure the clinic complies with the Infection Prevention and Control as well as Occupational and Safety Policies. Effectively manage the resources allocated to the facility. Ensure implementation of Norms and Standards and IDEAL CLINIC. To utilize information for planning and enhance service delivery outcomes. Manage the facility by ensuring that standards are adhered to at all times. Ensure implementation of EPDMS through effective management of human resources. Develop Operational Plan on implementation of CBM within the catchment population. Work extended hours.
- ENQUIRIES** : Assistant Manager (PHC): Mr. PL Manqele Tel No: 035- 832 5199/0646864922
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Chief Executive Officer, Ceza Hospital, Private Bag X200, Ceza, 3866. Hand delivered applications may be submitted to Chibini Main Road, Human Resource Section, and Ceza Hospital, before 16H 00 on or before the closing date.
- FOR ATTENTION** : Mr. E.S. Mazibuko

- NOTE** : Applications should be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application 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 the driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. The Department reserves the right not to fill the post after advertisement. The appointments are subject to positive outcomes obtained for the Pre-Employment checks which will be conducted by the Department for the following i.e. Security Clearance/vetting, Security clearance for criminal records, credit records, (Financial, assets records etc.), validation of identity document, drivers license, professional driving permit (where required). Citizenship/permanent residency, Company Intellectual Property Commission (CIPC)-Business Interests, verification of Education qualifications by the South African Qualifications Authority (SAQA), verification of employment history/reference checks-previous experience from employers. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. "People with disabilities and African males are encouraged to apply. Short listed candidates will not be compensated for Subsistence and Travelling claims(S&T).
- CLOSING DATE** : 30 January 2022
- POST 01/329** : **OPERATIONAL MANAGER NURSING (PHC) REF NO: EDU 11/2022**
Component: Frischgewacht Clinic
- SALARY** : R588 378 - R662 220 per annum. Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.
- CENTRE** : Edumbe Community Health Centre
- REQUIREMENTS** : Degree / Diploma in General Nursing and Midwifery. One year post basic qualification in Primary Health Care. Current registration with SANC as Professional Nurse and Midwifery. A minimum of (9) nine years recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing and Midwifery, of which five(5) years must be recognizable experience after obtaining one(1) year post basic qualification in Primary Health Care. Certificate of service from current and previous employers stamped and signed by the Human Resource Department. A valid driver's license. Knowledge, Skills, Training & Competencies Required: Knowledge and insight into nursing process and procedures. Knowledge of nursing statutes and other relevant Public Services Act/ legislations. Decision making and problem solving skills. Interpersonal skills in dealing with conflict management. Knowledge and implement Batho Pele principles. Supervisory and analytical thinking skills. Stress tolerance, flexibility, empathy and ability to communicate constructively. Disaster management skills. Team building and supervisory skills.
- DUTIES** : Provide effective management and professional leadership ensuring that ward unit are organized and covered with Professional staff. To provide quality patient care. Provide effective supervision of wards ensuring implementation of nursing standard, policies and procedures. Manage and direct efficient utilization of resources to enhance service delivery. Exercise control of discipline, grievance and any other Labour related issues in terms of laid down procedures. Maintain client satisfaction through monitoring and setting of service standards. Implement and monitor National Core Standards. Implement EPMDS. Advocate for patients in facilitating proper treatment care, and adherence to Patient Rights Charter and Batho Pele Principles. Ensure to keep accurate records. Compile unit statistics monthly.
- ENQUIRIES** : Mrs LT Msibi Tel No: (034) 995 8500/28 EXT 8528
- APPLICATIONS** : All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, Private Bag X 322, Paulpietersburg, 3180 or be hand delivered at 463 eDumbe Main Street Location , Paulpietersburg, 3180, HR office No: 46
- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to

candidates: The following documents must be submitted: Application for employment form (new Z83 form), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) required. Certificate of service, identity documents, proof of registration, or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The reference number must be indicated in the column provided on the Z83 e.g. Ref EDU 23/2013. The post applied for must also be indicated clearly in the relevant section on the application form. People with disability should feel free to apply. Please note that due to large number of applications received, applications will not be acknowledged however only the shortlisted applicants will be advised with the outcome. Please note that no S&T will be paid to candidates that are invited for interviews. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) of the following: Security Clearance (Vetting), Criminal clearance, credit records, citizenship), and verification of Educational Qualifications by SAQA (Department of Health is an equal opportunity, affirmative action employer, whose aim is to promote representation in all occupational categories in the department). The post will be filled in terms of the Employment Equity Target. 27 January 2023

CLOSING DATE

:

POST 01/330

:

CLINICAL LECTURER PND1/PND2) REF NO: PMMC06/2022 (X1 POST)

SALARY

:

Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
8% In-hospitable area allowance, 13th Cheque, Medical Aid (optional), and Housing Allowance (employee must meet prescribed requirements)

CENTRE REQUIREMENTS

:

Prince Mshiyeni Memorial Campus
A Diploma /Degree in Nursing or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse. Post Basic qualification in Nursing Education registered with the South African Nursing Council (SANC).**Grade 1:** A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council (SANC).**Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with South African Nursing Council (SANC) after obtaining the one (1) year post qualification. Unendorsed valid Code EB driver's licence. Recommendations: Masters' Degree in Nursing. Basic Computer Literacy. Post Basic qualification (R212) Knowledge, Skills: Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of And Experience operation. Knowledge of nursing education programmes and curriculum. Have in-depth knowledge of procedure and processes related to nursing and nursing education. Possess sound knowledge and understanding of nursing code of ethics and professional practice. Proficiency in teaching and assessment in Nursing. Education including evaluation approaches. Possess in-depth knowledge of teaching and clinical approaches. Have good research and analytical skills. Possess good communication (written & verbal) and interpersonal skills. Competence in conflict management and problem solving skills. Willingness to travel.

DUTIES

:

Provide effective and efficient clinical training of student nurses. Develop/design, review and evaluate clinical evaluation tools. Coordinate clinical learning exposure of student nurses between the campus and clinical area. Implement assessment strategies to determine student nurses competencies. Exercise control over student nurses. Implement the quality management system for the Nursing Education Institution. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus .Support the mission and promote the image of the college. Exercise control over students.

ENQUIRIES APPLICATIONS

:

Mrs R Bridgemohan Tel No: (031) 907 8314

:

Applications should be directed to: The Registrar: Prince Mshiyeni Memorial Campus, Private Bag X10, Mobeni, 4060.

FOR ATTENTION NOTE

:

Miss.NP Mkhwanazi
Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from

website-www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The reference number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. Faxed and emailed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

<u>CLOSING DATE</u>	:	27 January 2023
<u>POST 01/331</u>	:	<u>CLINICAL NURSE PRACTITIONER GATEWAY CLINIC REF NO: CL 08/2022 (X4 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R400 644 per annum Grade 2: R492 756 per annum
<u>CENTRE REQUIREMENTS</u>	:	Clairwood hospital Senior Certificate - Grade 12, Degree/ Diploma in General Nursing and Midwifery, One (1) year post basic qualification in Primary Health Care. Current registration with SANC 2022 Grade 1: A minimum of 4 years appropriate recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing, Grade 2: A minimum of 14 years appropriate / recognizable experience in nursing after registration with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care.
<u>DUTIES</u>	:	Leadership, organizational, decision-making and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, OHS Act, PSR etc. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Demonstrate a basic understanding of H.R and financial policies. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Provision of an integrated quality and comprehensive primary health care services by promoting health, prevention of diseases, curative services to the clients and community. Provide PICT, UTT and adherence counselling to all clients. Perform a clinical nursing practice in accordance with scope of practice and nursing standards as determined for a primary health care facility. Work as part of the multi-disciplinary team to ensure good nursing care at PHC level. Provide primary prevention strategies and management of communicable and non-communicable diseases. Provision of good quality care according to Ideal Clinic Realization and Maintenance (ICRM) and office of health standard compliance guidelines. (OHSC), Manage and monitor proper utilization of human, financial, physical and material resources. Ensure data management is implemented and monitored. Demonstrate effective communication with patient, supervisors, and other clinicians including report writing when required. Work effectively co-operatively and amicably with persons of diverse intellectual cultural racial or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according to Batho Pele Principles and patients' Rights charter. Handle obstetric emergencies and high risk conditions. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observations of patients in the clinic. Ensure proper utilisation and safe keeping of basic medical surgical pharmaceutical and stock suppliers. Supervision of patients and provision of basic patient needs, e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic

environment in the clinic using EDL guidelines. Ability to assess, diagnose, treat and refer the patients with clinical problems above PHC scope. Ensure compliance with all indicators for DOH Programmes.

ENQUIRIES
APPLICATIONS

: Mr. T.P Zondi Tel No: 031 451 5177
: Applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mobeni, 4060 or Hand deliver: 1 Higginson Highway, Mobeni, 4060

NOTE

: The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates, the following documents must be submitted: Applications for employment are required to complete and submit Z83 form (Obtainable at any Government Department or from website – www.kzn.health.gov.za) and Curriculum Vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. The reference number must be indicated in the column provided on the form Z83. Application for employment are not required to submit copies of qualification and other relevant documents on application but must submit Z83 form and detailed Curriculum Vitae (CV). The certified copies of qualification 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. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months of the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for this post. The appointment is 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)

CLOSING DATE

: 27 January 2023

POST 01/332

: **PROFESSIONAL NURSE- SPECIALTY (CHILD NURSING SCIENCE) REF NO: GS 86/22**
Component: Nursing

SALARY

: Grade 1: R400 644 – R464 466 per annum, Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R492 756 – R606 042 per annum, Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

CENTRE
REQUIREMENTS

: Greys Hospital, Pietermaritzburg
: **Grade 1:** Experience: A minimum of 4 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:** Experience: 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/recognizable experience in the specialty after obtaining the one year post basic qualification in Child Nursing Science Matric /Senior Certificate or equivalent qualification Degree/Diploma in General Nursing Minimum of 4 years appropriate/recognizable experience as General Nurse One (1) year post basic qualification in Child Nursing Science. Current registration with South African Nursing Council NB! Only Shortlisted Candidates will be required to produce all relevant Qualifications and Registration Certificates as well as submit Proof of work experience endorsed by Human Resource Component/Department. Knowledge, Skills and Experience: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal

- Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.
- DUTIES** : Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.
- ENQUIRIES** : Mr F.S Matibela Tel No: 033-897 3331
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male
- CLOSING DATE** : 27 January 2023
- POST 01/333** : **PROFESSIONAL NURSE- SPECIALTY (ORTHOPAEDIC) REF NO: GS 87/22**
Component: Nursing
- SALARY** : Grade 1: R400 644 – R464 466.per annum, Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R492 756 – R606 042.per annum, Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional
- CENTRE** : Greys Hospital, Pietermaritzburg
- REQUIREMENTS** : **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Orthopaedic Nursing Science. **Grade 2:** Experience: 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/recognizable experience in the specialty after obtaining the one year post basic qualification in Orthopaedic Nursing Science Matric /Senior Certificate or equivalent qualification Degree/Diploma in General Nursing Minimum of 4 years appropriate/recognizable experience as General Nurse One (1) year post basic qualification in Orthopaedic Nursing Science. Current registration with South African Nursing Council NB! Only Shortlisted Candidates will be required to produce all relevant Qualifications and Registration Certificates as well as submit Proof of work experience endorsed by Human Resource Component/Department. Knowledge, Skills and Experience: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.
- DUTIES** : Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for

others. Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.

- ENQUIRIES** : Mr F.S Matibela Tel No: 033-897 3331
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male
- CLOSING DATE** : 27 January 2023
- POST 01/334** : **PROFESSIONAL NURSE- SPECIALTY ADVANCED MIDWIFERY AND NEONATAL NURSING SCIENCE REF NO: GS 88/22**
Component: Nursing
- SALARY** : Grade 1: R400 644 – R464 466 per annum, Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R492 756 – R606 04 per annum, Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional
- CENTRE** : Greys Hospital, Pietermaritzburg
- REQUIREMENTS** : **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Advanced Midwifery and Neonatology Nursing Science. **Grade 2:** Experience: 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/recognizable experience in the specialty after obtaining the one year post basic qualification in Advanced Midwifery and Neonatology Nursing Science. Matric /Senior Certificate or equivalent qualification Degree/Diploma in General Nursing Minimum of 4 years appropriate/recognizable experience as General Nurse One (1) year post basic qualification in Advanced Midwifery and Neonatology Nursing Science. Current registration with South African Nursing Council NB! Only Shortlisted Candidates will be required to produce all relevant Qualifications and Registration Certificates as well as submit Proof of work experience endorsed by Human Resource Component/Department. Knowledge, Skills and Experience: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.
- DUTIES** : Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake

		in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.
<u>ENQUIRIES</u>	:	Mr F.S Matibela Tel No: 033-897 3331
<u>APPLICATIONS</u>	:	Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
<u>FOR ATTENTION</u>	:	Mrs M Chandulal
<u>NOTE</u>	:	Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male.
<u>CLOSING DATE</u>	:	27 January 2023
<u>POST 01/335</u>	:	<u>PROFESSIONAL NURSE- SPECIALTY (CRITICAL CARE NURSING SCIENCE) REF NO: GS 89/22</u> Component: Nursing
<u>SALARY</u>	:	Grade 1: R400 644 – R464 466 per annum, Plus 13 th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement) Grade 2: R492 756 – R606 042 per annum, Plus 13 th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional
<u>CENTRE</u>	:	Greys Hospital, Pietermaritzburg
<u>REQUIREMENTS</u>	:	Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Critical Care Nursing Science. Grade 2: Experience: 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/recognizable experience in the specialty after obtaining the one year post basic qualification in Critical Care Nursing Science. Matric /Senior Certificate or equivalent qualification Degree/Diploma in General Nursing Minimum of 4 years appropriate/recognizable experience as General Nurse One (1) year post basic qualification in Critical Care Nursing Science. Current registration with South African Nursing Council NB! Only Shortlisted Candidates will be required to produce all relevant Qualifications and Registration Certificates as well as submit proof of work experience endorsed by Human Resource Component/Department. Knowledge, Skills and Experience: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.
<u>DUTIES</u>	:	Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Provide a therapeutic environment for staff, patients and public Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.
<u>ENQUIRIES</u>	:	Mr F.S Matibela Tel No: 033-897 3331

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

NOTE : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male

CLOSING DATE : 27 January 2023

POST 01/336 : **CLINICAL NURSE PRACTITIONER: GR 1 OR 2 REF NO: CTH17/2022 (X1 POST)**

SALARY : Grade 1: R400 644 per annum
Grade 2: R492 756 per annum
Plus 13 Cheque, Housing Allowance (employee must meet prescribed requirements), 12% Rural Allowance, Medical Aid (Optional)

CENTRE REQUIREMENTS : Idlebe Clinic: Ceza-Thulasizwe District Hospital
Senior Certificate (Grade 12), Diploma or Degree in General Nursing and Midwifery Plus one (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Current registration with SANC as a General Nurse and Midwifery and Primary Health Care. Current SANC receipt (2022). **Grade 1:** A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a General Nurse. **Grade 2:** Senior Certificate (Grade 12), A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse of which 10 years must be appropriate/recognizable PHC experience after obtaining a one (1) year post basic qualification in Primary Health Care. Knowledge, Skills, Training And Competencies: Relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele Principles, Patients' Rights Charter, Labour Relations Act, Grievance Procedure, etc.

DUTIES : Provide quality comprehensive Primary Health Care by promoting preventive, and rehabilitative services for the clients and community. Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing medico-legal hazards. Ensuring proper utilization and safekeeping basic medical equipment. Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account. Ensure Batho Pele principles are implemented. Facilitate and assess development of capacity of enrolled nurses. Lead outreach team to develop and sustain support groups for health activities. Support the realization and maintenance Ideal clinic Programme and Norms and Standards in the Facility.

ENQUIRIES APPLICATIONS : Assistant Manager (PHC): Mr. PL Manqele Tel No: 035-8325199/0646864922
Direct your application quoting the relevant reference number to: The Chief Executive Officer, Ceza Hospital, Private Bag X200, Ceza, 3866. Hand delivered applications may be submitted to Chibini Main Road, Human Resource Section, and Ceza Hospital, before 16H 00 on or before the closing date.

FOR ATTENTION NOTE : Mr. E.S. Mazibuko
Applications should be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application 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 the driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. The Department reserves the right not to fill the post after advertisement. The appointments are subject to positive outcomes obtained for the Pre-Employment checks which will be conducted by the Department for the following i.e. Security Clearance/vetting, Security clearance for criminal records, credit records, (Financial, assets records etc.), validation of identity document, drivers license,

professional driving permit (where required). Citizenship/permanent residency, Company Intellectual Property Commission (CIPC)-Business Interests, verification of Education qualifications by the South African Qualifications Authority (SAQA), verification of employment history/reference checks-previous experience from employers. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. "People with disabilities and African males are encouraged to apply. Short listed candidates will not be compensated for Subsistence and Travelling claims(S&T).

- CLOSING DATE** : 30 January 2022
- POST 01/337** : **CLINICAL NURSE PRACTITIONER REF NO: KEAR 01/2022 (X1 POST)**
Component: Kearsney 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. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (only if shortlisted) N.B All the above mentioned documents need not be attached on application but 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** : Mr. AP Makhani (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** : 03 February 2023
- POST 01/338** : **CLINICAL NURSE PRACTITIONER REF NO: MPU 01/2022 (X1 POST)**
Component: Mpumelelo Clinic
- SALARY** : Grade 1: R400 644 per annum, plus 8% rural allowance
Grade 2: R492 756 per annum, plus 8% rural allowance
- 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. Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (only if shortlisted) N.B All the above mentioned documents need not be attached on application but 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.

ENQUIRIES : Mr. AP Makhani (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 : 03 February 2023

POST 01/339 : **DIAGNOSTIC RADIOGRAPHER REF NO: GS 85/22**
Component: Radiology Department

SALARY : Grade 1: R332 427 per annum
Grade 2: R389 754 per annum
Grade 3: R 459 126 per annum
Other Benefits: 13TH Cheque, Medical Aid (Optional), Home Owner Allowance, Employee Must Meet Prescribed Requirements

CENTRE : Greys Hospital, Pietermaritzburg

REQUIREMENTS : **Grade 1:** No experience required after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa **Grade 2:** Minimum of 10 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of eleven years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa **Grade 3:** Minimum of 20 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 21 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa Senior Certificate or equivalent National Diploma / Degree in Diagnostic Radiography Registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer Current registration with HPCSA for 2022/2023 as

a diagnostic radiographer (Independent Practice) NB! Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources. Knowledge, Skills and Experience: Sound knowledge of diagnostic radiography procedures and equipment including CT and PACS/RIS applications Good communication, interpersonal relations and problem solving skills Knowledge of radiation control regulations and safety measures Ability to perform and record quality assurance tests as stipulated by the Radiation Control Directorate Computer Literacy.

DUTIES : Provide high quality diagnostic radiographic service observing safe radiation protection standards. Participate in after hours and standby duties which include nights, weekends and Public Holidays. Provide assistance and training to junior staff and student radiographers. Promote good health practices and ensure optimal care of the patient. Perform reception and administrative duties as required Participate in Quality Assurance and Quality Improvement programmes, In-service training, National Core Standards and Ideal Hospital Realisation Maintenance Framework .Inspect and utilize equipment professionally to ensure that it complies with safety standards and ensure health and safety rules and regulations are adhered to.

ENQUIRIES : Mrs D Wood Tel No: 033-897 3208
APPLICATIONS : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

FOR ATTENTION : Mrs M Chandulal
NOTE : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male, Coloured Male

CLOSING DATE : 27 January 2023

POST 01/340 : **FINANCE CLERK (SUPERVISOR) REF NO: ILE10/2022 (X1 POST)**
Component: Finance

SALARY : R269 214 per annum. Benefit: 13thCheque, homeowner'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).3-5 years clerical/administrative experience in Finance Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office to be submitted (if shortlisted) NB: All the above mentioned documents need not be attached on application but will be requested (only if shortlisted) Recommendation A Valid Drivers' license. Knowledge of treasury regulations and Public Finance Management Act in respect of Supply In-depth knowledge of budgeting control and financial management area of operation and associated process. Good knowledge of Public Finance Management as well as relevant Acts and Regulations. Interpersonal and problem solving skills. Good organizational and planning skills and ability to make independent decision. Knowledge of Departmental and transversal system, e.g. (BAS and Vulindlela).Ability to plan organizes, build team spirit and meet deadlines. Knowledge of MS office Software applications.

DUTIES : Authorize commitments, payments, debts and Journals on BAS. Draw, analyze and present financial reports to cash flow meetings. Allocate budget to NSI's, stock replenishment, HR related items and Travelling & booking for accommodation. Monitor spending trend and institute corrective measures e.g. journaling process and virements manage suspense account and maintain debt files. Consolidate monthly and quarterly and annual financial reports and CEO packs. Identify risk and institute control measures to minimize financial risk in all departments. Monitor and Assess finance staff performance as per EPMDs requirements. Prepare, analyze and submit payment vouchers to H/O voucher control.

ENQUIRIES : Ms HV Zulu: Deputy Director Finance Tel No: 032 437 3500
APPLICATIONS : Please Forward All Applications To: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620 KwaDukuza, 4450 OR Hand delivered to: 1 King Shaka Street, King 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** : 03 February 2023
- POST 01/341** : **SUPPLY CHAIN CLERK (SUPERVISOR) REF NO: ILE09/2022 (X1 POST)**
Component: Supply Chain
- SALARY** : R269 214 per annum. Benefit: 13thCheque, homeowner's allowance, and Medical aid optional (Employee must meet prescribed conditions).
- CENTRE REQUIREMENTS** :
: Ilembe Health District Office
: Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate).3-5 years clerical/administrative experience in Supply Chain.Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office to be submitted (if shortlisted) NB: All the above mentioned documents need not be attached on application but will be requested (only if shortlisted. Recommendation.A Valid Drivers' license Knowledge of treasury regulations and Public Finance Management Act in respect of Supply Chain Management. Possess knowledge of other legislative and policy frame work informing the areas of operation. Be able to provide inputs in terms of policy analysis and system development. Possess high level of integrity and professionalism. Be computer literate with a proficiency in MS Office software applications. Problem Solving, Decision Making and Risk Management. Project Management, People Management, Information Management and Human Resource Management. Ability to work under pressure and meet the required deadlines.
- DUTIES** : Supervise, evaluate and direct performance of Supply Chain Management to ensure compliance with Departmental SCM Policy Framework, Treasury Regulations and Practice notes. Provide logistics management for District Office. Prepare and analyse monthly reports related to Supply Chain Management. Ensuring that RIDV template is updated regularly. Timeous update of Bin cards. Managing stock levels in stores. Ensuring that stock taking is done timeously. Ensure the effective and efficient Asset, Loss and disposal management processes. Ensure the effective, efficient and economic management of allocated resources of the division. Identify SCM risk for the institution and implement appropriate mitigation mechanisms. Provide technical support to managers of the institution to ensure seamless SCM arrangement for acquisition, distribution and disposal of goods and services. Ensure implementation of compliance to National Core Standards and all other legislative requirements applicable to the post function.
- ENQUIRIES APPLICATIONS** : Mr NE Nxasana: Assistant Director Supply Chain Tel No: 032 437 3500
: Please forward all applications to: The District Director: Human Resource Management Services, I Lembe Health District Office, Private Bag X10620 KwaDukuza, 4450 OR Hand delivered to: 1 King Shaka Street, King 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** : 03 February 2023
- POST 01/342** : **OCCUPATIONAL THERAPIST: GRADE 1-3 REF NO: NDH 27/2022 (X2 POSTS)**
Component: Nursing
- SALARY** Grade 1: R332 425 per annum
Grade 2: R389 754 per annum
Grade 3: R459 126 per annum
Other Benefits: 13th Cheque, Medical Aid and Housing Allowance (Optional and Provided the Incumbent Meets the Requirements)
- CENTRE REQUIREMENTS** : Northdale Hospital - Pietermaritzburg Assessment and Therapy centre
: **Grade 1:** National Senior Certificate. No experience required after registration. Appropriate qualification as an Occupational Therapist PLUS current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist PLUS experience with working with neurological impaired paediatric patients **Grade 2:** National Senior Certificate. A Minimum of 10 years appropriate experience in Occupational Therapist after registration with the Health Professions Council of South Africa (HPCSA). Appropriate qualification as an Occupational Therapist PLUS current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist PLUS experience with working with neurological impaired paediatric patients **Grade 3:** National Senior Certificate. A Minimum of 20 years appropriate experience in Occupational Therapist after registration with the Health Professions Council of South Africa (HPCSA). Appropriate qualification as an Occupational Therapist PLUS current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist PLUS experience with working with neurological impaired paediatric patients. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Recommendation Driver's license. The Employment Equity target is an African Male Knowledge and Skills: Sound knowledge and skill in OT paediatric and general diagnostic and therapeutic procedures. Skill and knowledge in the use of OT equipment and assistive devices. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem- solve, and apply analytical processes to patient care. Supervisory skill for junior staff and students.
- DUTIES** : Provision of effective and comprehensive assessment and treatment for paediatrics and general occupational therapy services to all patients. Assessment, manufacture, and issue of assistive devices including supportive seating and wheelchairs/ buggies. Comprehensive care giver training, patient education and related concerns. Perform outreach services as needed Conduct group work/ therapy and/ or block therapy as identified. Confidential and ethical multidisciplinary approach and treatment of patients. Provide expert advice for environmental redesign, conduct home & school visits and other community visits as needed. Administrative work related to patient care: report writing, statistics, meetings, case conferences, legal reports as needed e.g. Disability grants, medicolegal, work, insurance. Quality improvement initiatives: clinical guidelines, teaching and training, audits (core standards, infection control, ideal hospital etc.) Effective communication with all stakeholders (patients, NGOs, caregivers, etc.) Ensure professional

		development in line with patient care profile. Support the supervisor in all projects and transformative efforts.
<u>ENQUIRIES</u>	:	Ms M Roelofse Tel No: 033 397 0382/3
<u>APPLICATIONS</u>	:	Applications Must Be Posted: The Human Resource Department, Northdale Hospital, P/Bag X9006, Pietermaritzburg 3201 Or Hand Deliver To: 1389 Chota Motala Road, Pietermaritzburg, 3201
<u>FOR ATTENTION</u>	:	Mrs N.R Madlala - Department (Admin Block)
<u>NOTE</u>	:	Applicants are advised to use latest prescribed application for employment (Z83) form. Application for Employment (Z83) form which must be originally signed initialed and dated. All required information on the Z83 must be provided. Failure to complete and or disclose all information will automatically disqualify the applicant. The new application for employment form Z83 can be downloaded at www.dpsa.gov.za-vacancies . Applications submitted using the old Z83 form will not be accepted. The Z83 should be accompanied by a comprehensive CV only with detailed experience with specific starting and ending dates in all relevant positions and clarity on the levels and ranks pertaining to experience. Only shortlisted candidates will be required to submit certified documents / copies on or before the day of the interviews). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications, applications received after the closing date or applications without SAQA verification reports for foreign qualifications will not be considered. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks Security clearance, vetting, criminal clearance, credit records, citizenship and the verification of educational qualifications by SAQA, verification of previous experience by Employers and verification from the Company Intellectual Property Commission (CIPC). It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful.
<u>CLOSING DATE</u>	:	30 January 2023
<u>POST 01/343</u>	:	<u>OCCUPATIONAL THERAPIST: TECHNICIAN: GRADE 1 – 2 REF NO: NDH 28/2022 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R220 137 per annum Grade 2: R259 308 per annum Other Benefits: 13th cheque Medical aid and housing allowance (optional and provided the incumbent meets the requirements)
<u>CENTRE</u>	:	Northdale Hospital
<u>REQUIREMENTS</u>	:	Grade 1: National Senior Certificate. No experience required after registration. Appropriate qualification as an Occupational Therapy Technician PLUS current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapy Technician PLUS experience working with children with neurological conditions. Grade 2: National Senior Certificate. A Minimum of 10 years appropriate experience after registration with the Health Professions Council of South Africa (HPCSA). Appropriate qualification as an Occupational Therapy Technician PLUS current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapy Technician PLUS experience working with children with neurological conditions. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management Educational Qualification – Matric / Grade 12 or equivalent. Registration with the SANC (2022 receipt) as a general nurse and midwife. A minimum of 8 years appropriate / recognizable experience in nursing after registration with SANC in general nursing. At least 3 years of the period referred to above must be appropriate / recognizable experience at management level or clinical programme coordination. A valid code EB driver's license. Computer literacy. Recommendation: Drivers license The Employment Equity target is an African Male Knowledge, Skills & Competencies Sound knowledge and skill in treatment protocols, including paediatrics and neurology. Skill and knowledge in the use of OT equipment and assistive devices. Knowledge of departmental

administrative tasks. Knowledge of ethical code and scope of practice. Ability to solve problem, and apply analytical processes to patient care. Supervisory skill for junior staff Good interpersonal skills and ability to work with a multidisciplinary team.

DUTIES

: To provide effective occupational therapy services as defined within the scope. To follow prepared protocols and make adaptations as needed. Receive and implement referrals/ treatment plans from OT To manufacture, and issue assistive devices including seating. Provide caregiver training with assistive devices and management of patient. Provide therapy and caregiver training for neurologically impaired children Provide outreach services – screening and treatment of patients. Conduct community visits as referred by the OT Conduct groups and other related initiatives as directed by OT Provide input and guidance to OT on protocols, guidelines, etc. Effective administrative work related to patient care: report back, statistics, screenings, copying, filing, referrals, meetings, case studies, etc. Ensure continued professional development in line with mandate of facility. Participate in all quality improvement initiatives (audits, projects, etc) Monitor, service and safe guard OT equipment. Ensure good interpersonal relations with patients, MDT and other stakeholders. To support supervisor in all clinical and administrative tasks within the service. To participate in all planned activities within the department.

**ENQUIRIES
APPLICATIONS**

: Ms M Roelofse Tel No: 033 – 397 0382/3
: Applications must be posted: The Human Resource Department, Northdale Hospital, P/Bag X9006, Pietermaritzburg 3201 Or Hand Deliver To: 1389 Chota Motala Road, Pietermaritzburg, 3201

**FOR ATTENTION
NOTE**

: Mrs N.R Madlala- Department (Admin Block)
: Applicants are advised to use latest prescribed application for employment (Z83) form. Application for Employment (Z83) form which must be originally signed initialed and dated. All required information on the Z83 must be provided. Failure to complete and or disclose all information will automatically disqualify the applicant. The new application for employment form Z83 can be downloaded at www.dpsa.gov.za-vacancies. Applications submitted using the old Z83 form will not be accepted. The Z83 should be accompanied by a comprehensive CV only with detailed experience with specific starting and ending dates in all relevant positions and clarity on the levels and ranks pertaining to experience. Only shortlisted candidates will be required to submit certified documents / copies on or before the day of the interviews). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications, applications received after the closing date or applications without SAQA verification reports for foreign qualifications will not be considered. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks Security clearance, vetting, criminal clearance, credit records, citizenship and the verification of educational qualifications by SAQA, verification of previous experience by Employers and verification from the Company Intellectual Property Commission (CIPC). It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful.

CLOSING DATE

: 30 January 2023