

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

*The Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer and is committed to the promotion of diversity and equity in employment. Women and people living with disabilities are encouraged to apply. The Department of Agriculture and Rural Development reserves the right not to fill any advertised post. Invited candidates will attend interviews at their own cost.*

**OTHER POSTS**

<b><u>POST 11/148</u></b>	:	<b><u>SENIOR PROJECT MANAGER REF NO: SSC22/2023 (X3 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R908 502 per annum (Level 12), all-inclusive salary MMS package
<b><u>CENTRE</u></b>	:	Cedara – Head Office
<b><u>REQUIREMENTS</u></b>	:	An Agricultural related / Quantity Surveying / Engineering Bachelor's Degree at NQF level 7 plus a SAQA recognized qualification in Project Management and a valid code EB driver's license. Experience: 3 – 5 years junior management experience in a project management environment. Knowledge: RSA Constitution, White Paper on Agriculture for KZN, 1996, Norms & Standards for Extension and Advisory Services, Strategy for Agrarian Transformation in KZN, Agricultural Policy Action Plan, National Development Plan, Provincial Growth and Development Plan, PSA, PSR, PFMA, LRA, EPMDs, Community Development, Public Participation, Community Outreach, Project Management Principles, Social Dynamics of KZN communities, Service Delivery Frameworks, Treasury Regulations. Skills: Language, listening, presentation, analytical thinking, interpersonal relations, computer skills, strategic planning, organizational skills, research, analytical, leadership, financial management, time management, report writing, problem solving, communication, conflict management, change management, self-disciplined and able to work under pressure with minimum supervision leadership, project management, people management, relationship management and decision making.
<b><u>DUTIES</u></b>	:	Coordinate and facilitate planning of all agricultural projects including approval process. Monitor, evaluate and report on the implementation of agricultural projects. Ensure the provision and coordination of administration and other related services pertaining to projects. Develop and ensure implementation of policies and strategies related to agricultural projects. Manage resources of the sub-directorate.
<b><u>ENQUIRIES</u></b>	:	Mr ME Ngcobo at 082 461 8728
<b><u>APPLICATIONS</u></b>	:	All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
<b><u>NOTE</u></b>	:	Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<b><u>CLOSING DATE</u></b>	:	11 April 2023
<b><u>POST 11/149</u></b>	:	<b><u>DEPUTY DIRECTOR: VETERINARY SUPPORT SERVICES REF NO: SSC23/2023</u></b>
<b><u>SALARY</u></b>	:	R908 502 per annum (Level 12), all-inclusive salary MMS package

<b><u>CENTRE REQUIREMENTS</u></b>	: Allerton Veterinary Laboratory - Pietermaritzburg : An NQF 8 Bachelor of Veterinary Medicine and Surgery (BVMCh) / A Bachelor in Veterinary Science plus registration with the South African Veterinary Council (SAVC) as a veterinarian and a valid driver's license. Experience: 3 – 5 years' veterinary and management experience. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, PFMA, Labour Relations Act, EPMDS, Basic Conditions of Employment Act, Community Development, public participation, community outreach, project management principles, millennium development goals, social dynamics of KZN communities, NYDA Act, Youth Development Policy, National and Provincial Practice Notes, SCM Practices and Procedures, Promotion of Access to Information Act, Service Delivery Frameworks, Human Rights Act, Bill of Rights, Promotion of Administrative Justice Act, Skills Development Act, Higher Education and Training Act, Further Education and Training Act, HRD Strategy of South Africa, National Skills Development Strategy, National Development Act, National Skills Accord, Your Employment Accord, Basic Education Accord, National Development Plan, Treasury Regulations, Criminal Procedure Act, KZN Citizen's Charter, Security Management Act, Minimum Physical Security Standards, OHS Act, Intergovernmental matters, Ministerial Handbook, Protocol Manual of South Africa and Promotion of Equality and Prevention of Unfair Discrimination Act. Skills: Language, listening, presentation, analytical thinking, interpersonal relations, computer, strategic planning, organisational, research, analytical, leadership, financial management, time management, report writing, problem solving, communication, conflict management, change management be self-disciplined and able to work under pressure, leadership, project management, people management, relationship management and decision making.
<b><u>DUTIES</u></b>	: Manage and coordinate the functioning of the veterinary laboratories. Ensure compliance of laboratories with ISO 17025 standard and OIE requirements. Manage the rendition of advisory services to state veterinarians, animal health technicians, private veterinarians and farmers. Ensure efficient and effective revenue collection by laboratories. Develop policies and strategies aimed at improving service delivery. Manage resources of the sub-directorate.
<b><u>ENQUIRIES APPLICATIONS</u></b>	: Dr. SL Chisi at 079 506 2077 : All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
<b><u>NOTE</u></b>	: Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<b><u>CLOSING DATE</u></b>	: 11 April 2023
<b><u>POST 11/150</u></b>	<b><u>LOCAL AGRICULTURAL MANAGER (X2 POSTS)</u></b>
<b><u>SALARY CENTRES REQUIREMENTS</u></b>	: R766 584 per annum (Level 11), all-inclusive salary MMS package : (Ref No. SSC24/2023) – Umbumbulu Local Municipality – Ethekewini District : (Ref No. NSC13/2023) – Mbonambi Local Municipality - King Cetshwayo District : A 4 year B.Sc degree in Agriculture or a 3 year Bachelor's degree in Agriculture plus an Honours degree in Agriculture or a National Diploma in Agriculture plus a B.Tech degree in Agriculture, compulsory registration with SACNASP as a Natural Scientist or Professional Scientist and a valid driver's license. Experience: 8 – 10

years' experience in an Agricultural Environment. Knowledge: RSA Constitution, White Paper on Agriculture for KZN, 1996, Norms and Standards for Extension and Advisory Services, Strategy for Agrarian Transformation in KZN, Agricultural Extension and Advisory Principles, Scientific Agricultural Production Methods, Agricultural Policy Action Plan, National Development Plan, Provincial Growth and Development Plan, Public Service Act, Public Service Regulation, PFMA, Labour Relations Act, EPMDS, community development, public participation, community outreach, project management principles, social dynamics of KZN communities, service delivery frameworks, Treasury Regulations. Skills: Analytical and data analysis, scientific methodology and models, research and development, scientific editing and review, project management, professional judgement, computer aided scientific applications, planning and organizing, team leadership, problem solving and analysis, creativity and innovation, decision making, customer focus and responsiveness, communication, presentation, public speaking, computer literacy, management, social facilitation and conflict management.

**DUTIES** : Manage the provision of Agricultural Extension and Advisory Services. Manage the implementation of local agricultural projects. Implement agricultural specific intervention. Promote partnerships and cooperation with relevant role players. Develop policies and strategies aimed at improving service delivery. Manage resources of the local municipality.

**ENQUIRIES** : Mr LL Jongisa Tel No: 033 – 355 9299  
**APPLICATIONS** : All applications for Ref No: SSC24/2023 must be addressed to the Acting Head of Department and should preferably be hand delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005 Hilton, 3245.

All applications for Ref No: NSC13/2023 must be addressed to the Acting Head of Department and should preferably be hand delivered or couriered to Lot no. 11634, Corner of Via Verbena and Loop Street, Veldenvlei, Richards Bay, 3900. Applications may also be posted to Private Bag X1048, Richards Bay, 3900

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

**CLOSING DATE** : 11 April 2023

**POST 11/151** : **PRINCIPAL REF NO: NSC14/2023**

**SALARY** : R766 584 per annum (Level 11), all-inclusive salary MMS package  
**CENTRES** : Owen Sitole College of Agriculture  
**REQUIREMENTS** : A B.Sc in Agriculture /Bachelor of Agriculture plus an Honours degree in Agriculture (NQF 8) and a valid driver's license. Experience: 3 years' experience in an academic institution environment. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, PFMA, EPMDS, BCEA, project management principles, Higher Education Act, Continuing Education and Training Act and accreditation bodies. Skills: Formal training and presentation, language, listening, interpersonal relations, computer, organisational development, leadership, time management, report writing, problem solving, communication, conflict management, change management, project management, relationship management, decision making, facilitation, negotiation, policy analysis and financial management.

- DUTIES** : Manage the provision of structured agricultural education. Provide student support administration and infrastructure improvement. Manage the provision of training resources and library services. Develop policies and strategies. Manage resources of the sub-directorate.
- ENQUIRIES APPLICATIONS** : Dr. FNP Qwabe Tel No: 033 – 355 9113  
: All applications must be addressed to the Acting Head of Department and should preferably be hand delivered or couriered to Lot no. 11634, Corner of Via Verbena and Loop Street, Veldenvlei, Richards Bay, 3900. Applications may also be posted to Private Bag X1048, Richards Bay, 3900.
- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
- CLOSING DATE** : 11 April 2023
- POST 11/152** : **DEPUTY DIRECTOR: ADMINISTRATION SUPPORT SERVICES (X3 POSTS)**
- SALARY CENTRE** : R766 584 per annum (Level 11), (all-inclusive salary MMS package)  
: (Ref No: SSC25/2023) – Harry Gwala District (Ixopo) and Ilembe District (KwaDukuza)  
: (Ref No: NSC15/2023) – Amajuba District (Newcastle)
- REQUIREMENTS** : A National Diploma plus a B.Tech Degree or a Bachelor's Degree in Public Management/Administration/Human Resource Management/ (NQF 7) and a valid driver's license. Experience: 3 – 5 years' supervisory experience in an administration environment. Knowledge: Sound knowledge of RSA Constitution, Public Service Act, Public Service Regulations, PFMA, EPMDs, LRA, OHS Act, National and Provincial Practice Notes, SCM Practices and Procedures, Treasury Regulations, Batho Pele Principles, Government Immovable Assets Management Act, State Housing Policy, Fleet Management policies, Subsidised Vehicle policies, BCEA, Movable Asset Management Framework, Asset Management policies for general and biological assets, Financial Systems HARDCAT/BAS, Archives Act, Compensation of Injuries and Death Act. Skills: Financial management, people management, problem solving, time management, decision making, planning, organising, leadership, project planning, conflict management, communication (verbal and written), interpersonal relations, good organising abilities, policy analysis and development, motivational skills, computer skills, report writing and influencing skills.
- DUTIES** : Ensure the provision of effective and efficient Supply Chain Management Services in accordance with SCM legislative and policy framework. Manage the provision of financial services in accordance with prescripts. Manage office administration support services. Manage the provision of human resource services. Manage the resources of the division.
- ENQUIRIES** : Ms DDS Zulu Tel No: 039 – 8347600 (Harry Gwala)  
: Mr NF Gumede Tel No: 032 – 437 7508 (Ilembe)  
: Ms N Ndlovu Tel No: 034 – 3153936 (Amajuba)
- APPLICATIONS** : All applications for Ref No: SSC25/2023 must be addressed to the Acting Head of Department and should preferably be hand delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.  
: All applications for Ref No: NSC15/2023 must be addressed to the Acting Head of Department and should preferably be hand delivered or couriered to Lot no. 11634,

<b><u>NOTE</u></b>	: Corner of Via Verbena and Loop Street, Veldenvlei, Richards Bay, 3900. Applications may also be posted to Private Bag X1048, Richards Bay, 3900 : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<b><u>CLOSING DATE</u></b>	: 11 April 2023
<b><u>POST 11/153</u></b>	: <b><u>DEPUTY DIRECTOR: SKILLS DEVELOPMENT – HUMAN RESOURCE DEVELOPMENT REF NO: SSC26/2023</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	: R766 584 per annum (Level 11), all-inclusive salary MMS package : Cedara – Head Office : National Diploma or Degree in Human Resource Management/Public Administration/Public Management and a valid driver's licence. Experience: 3 years' relevant junior management experience in Human Resource Management/Human Resource Development. Knowledge: PFMA, Public Service Act, Public Service Regulations, Policies and Procedures and Systems pertaining to HRD field, National Public Services HRD Strategy, National Skills Development Strategy, National Integrated HRD Plan and HR Connect. Skills: People management, problem solving, time management, decision making, planning, organising, leadership, project management, project planning, conflict management, communication (verbal and written), interpersonal skills, innovation, analytical, good interpersonal relations, policy analysis and development, management and administration, research, facilitation, motivational, influencing, computer, report writing and presentation.
<b><u>DUTIES</u></b>	: Manage Skills Planning Services. Manage skills development programmes. Monitor, evaluate and report on skills planning and development. Develop strategies, policies and procedures. Manage the resources of the sub-directorate.
<b><u>ENQUIRIES APPLICATIONS</u></b>	: Dr. CB Sibiyi Tel No: 033 - 9249 : All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
<b><u>NOTE</u></b>	: Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<b><u>CLOSING DATE</u></b>	: 11 April 2023

<b><u>POST 11/154</u></b>	:	<b><u>SENIOR LEGAL ADMINISTRATION OFFICER (MR6) REF NO: SSC27/2023</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R495 354 per annum, (OSD) Cedara – Head Office An LLB Degree or equivalent qualification and also be admitted as an Advocate/Attorney with a valid driver's license. Experience: At least 8 years' appropriate post qualification legal experience. Knowledge: Sound knowledge of the Public Service Act, Public Finance Management Act, Labour Relations Act, Promotion of Access to Information Act, Promotion of Administrative Justice Act, Protection of Personal Information Act Constitutional and Administrative Law, Contract Law and Interpretation of statutes and other relevant public sector legislation would be strongly recommended. Skills: Computer Literacy, Exceptional writing and communication skills, problem solving and analytical skills Well developed research and legal drafting skills.
<b><u>DUTIES</u></b>	:	Render legal advice and support on a multitude of legal matters relevant to the Department including the drafting of legal opinions and guidelines or any other policies to facilitate the implementation of relevant legislation, drafting, editing and interpretation of contracts, assist in litigious matters by and against the Department. Assist to formulate, draft and edit provincial legislation. Comply with legal obligations arising out of PAIA and PAJA. Assist with disciplinary enquiries and arbitration hearings. Supervise and mentor junior staff.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms N Seegobin Tel No: 033 – 355 9118 All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
<b><u>NOTE</u></b>	:	Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
<b><u>CLOSING DATE</u></b>	:	11 April 2023
<b><u>POST 11/155</u></b>	:	<b><u>ASSISTANT DIRECTOR: RECRUITMENT, SELECTION AND SALARYADMINISTRATION REF NO: SSC28/2023</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R393 711 per annum (Level 09) South Service Centre - Hilton A National Diploma in Human Resource management (NQF 6) and a valid driver's licence. Experience: 3 years' supervisory experience in human resource administration. Knowledge: Public Service Act, Public Service Regulations, Relevant PERSAL administration, departmental HR Policies, relevant Human Resource Legislation, EPMDS, Basic Conditions of Employment Act, SMS Handbook and the Ministerial Handbook. Skills: Communication (verbal and written), computer, presentation, supervisory, time management, report writing, problem solving, conflict management, project planning, policy analysis and interpretation.
<b><u>DUTIES</u></b>	:	Administer the provision of recruitment and selection. Administer HR Provisioning services. Administer the provision of salary administration. Provide advice and guidance, input to policy and reporting. Manage resources of the unit.
<b><u>ENQUIRIES</u></b>	:	Mrs RN Ndwandwe Tel No: 033 – 343 8381

- APPLICATIONS** : All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
- CLOSING DATE** : 11 April 2023
- POST 11/156** : **SENIOR ADMINISTRATIVE OFFICER: OFFICE OF THE CD: AGRICULTURAL RESEARCH, DEVELOPMENT AND TRAINING INSTITUTES REF NO: SSC29/2023**
- SALARY CENTRE REQUIREMENTS** : R331 188 per annum (Level 08)  
: Cedara – Head Office  
: A National Diploma in Public Administration/ Public Management / any relevant Social Science degree and a valid driver's licence. Experience: 3 years' administrative experience in the Public Management environment. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, PFMA, Labour Relations Act, Intergovernmental Relations Framework, EPMDs, Basic Conditions of Employment Act, Project Management principles, National and Provincial Practice Notes, SCM practices and procedures and Treasury Regulations. Skills: Computer, planning and organising, language, good verbal and written communication, financial management, research and time management.
- DUTIES** : Provide office support services. Maintain and update records management for the office of the CD. Provide input into policy development and administer the reception of the CD's office. Manage the resources allocated.
- ENQUIRIES APPLICATIONS** : Dr. FNP Qwabe Tel No: 033 355 9113  
: All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or www.dpsa.gov.za All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on request. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.
- CLOSING DATE** : 11 April 2023

## DEPARTMENT OF HEALTH

*(This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.)*

### MANAGEMENT ECHELON

- POST 11/157** : **DEPUTY DIRECTOR GENERAL: CLINICAL SUPPRT REF NO: G41/2023**  
Cluster: Clinical Support Services
- SALARY** : R1 590 747 per annum, (an all-inclusive SMS salary package)  
**CENTRE** : Head Office: Pietermaritzburg  
**REQUIREMENTS** : An undergraduate qualification (NQF 7) as recognized by SAQA and a post graduate qualification (NQF 8) as recognized by SAQA in Public Health. Registered with the Health Profession Council PLUS Eight to ten years 8-10 years Senior Management experience in a Public Health Management Services environment. Unendorsed valid Code B driver's license (Code 08). NB: For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for a SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/>. Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Knowledge, Skills, Training And Competencies Required: South African Constitution. Criminal Procedure Act. Bill of Rights. Human Rights Act. Labour Relations Act. Skills Development Act. Public Service Act Public Service Regulations. Employment Equity Act. Promotion of Access of Information Act. Promotion of Administrative Justice Act. Higher Education and Training Act. Further Education and Training Act. Knowledge on Security Management Act. Occupational Health and Safety Act. Basic Conditions of Employment Act. Public Finance Management Act. Treasury Regulations and Practice Notes. Choice of Termination of Pregnancy Act. Chiropractors, Homeopaths and Allied Health Service Professions Act. Dental Technicians Act. Division of Revenue Act. Health Professions Act. Human Tissue Act. KwaZulu-Natal Health Act. National Health Act. Medicines and Related Sciences Act. Mental Health Care Act. National Health Laboratories Services Act. Nursing Act. Preferential Procurement Policy Framework Act Pharmacy Act. Traditional Health Practitioners Act. Batho Pele. Influencing. Analytical. Motivational. Presentation. Computer literacy e.g. MS Office suite. Relationship management. Facilitation. Skills: Human Resource Management. Financial Management. Risk Management. Conflict management. Project Management. Information Management. Organisational. Language. Listening. Interpersonal relations. Research. Time management. Planning. Negotiation. Communication – written and oral Report writing. Supervisory. Problem solving. Change management. Decision making.
- DUTIES** : Provide strategic Leadership in Strengthening Clinical Support Services: Management Oversight of Strategic Health Programmes. Management Oversight of Non—communicable Diseases. Management Oversight of Environmental Health & Communicable Disease Control. Management Oversight of Blood & Laboratory Services. Management Oversight of Emergency Medical Services. Management Oversight of Clinical Forensic and Non clinical Forensic Services. Management Oversight of Pharmaceutical Services. Management Oversight of Youth & Gender Transformation. Provide Strategic Leadership in the collation and timely submission of accurate Performance Information for the Clinical Support Services Branch Establish a CSS Performance Review Committee. Develop and implement a CSS Performance Review Calendar. Ensure accurate CSS Quarterly Review Reports submitted timeously. Oversee the development and implementation of policies: Oversee the implementation of Provincial and Departmental frameworks.



Oversee the implementation of policies according to agreed norms and standards. Monitor and evaluate compliance with implemented policies. Report on any discrepancies with regards to compliance to all relevant stakeholders. Review and amend policies as and when required based on input from stakeholders. Ensure the effective, efficient and economical management of allocated resources of the Division: Management the financial resources. Management Human Resources. Manage the allocated assets. Manage potential risks and mitigation strategies. Provide strategic management, planning, leadership and direction. Monitor and ensure that the whole Chief Directorate is in compliance with the dictates of the PFMS and other Governance Regulations.

**ENQUIRIES  
APPLICATIONS**

: Dr SC Tshabalala Tel No: 033 395 2589  
: 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**

: Mr. A Memela  
: 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.

**CLOSING DATE**

: 11 April 2023

**OTHER POSTS**

**POST 11/158**

: **MEDICAL SPECIALIST REF NO: MEDSPECCARDIOTHORSURG/1/2023 (X1 POST)**  
Department: Cardiothoracic Surgery

**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  
: Applicants must be registered as a Specialist Cardiothoracic Surgery with the Health Professions Council of South Africa. Current registration as Specialist Cardiothoracic Surgery with the Health Professions Council of South Africa. Registrars who have completed Registrar 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 in Cardiothoracic Surgery. Experience Required: **Grade 1:** No experience required. **Grade 2:** Five (5) years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist (Cardiothoracic Surgery). **Grade 3:** Ten (10) years appropriate experience as a Medical Specialist

after registration with HPCSA as a Medical Specialist (Cardiothoracic Surgery) Skills, Knowledge, Training and Competence Required: The incumbent should have a comprehensive knowledge of the specialty discipline of Cardiothoracic Surgery including all aspects of General Thoracic Surgery, and Surgery for Acquired & Congenital Cardiovascular Disease. Surgical skills in the operative management of diseases within the specialty are an absolute prerequisite. In addition, teaching and computer literacy are essential requirements. The applicant must have undergone training in a cardiothoracic unit in an accredited academic center either within the country or elsewhere. Competence in the clinical evaluation of the cardiothoracic surgical patient, interpretation of special investigations, especially radiological, operative intervention and post-operative management are of paramount importance.

**DUTIES** : Provide a clinical service encompassing the diagnosis, investigation, Peri-operative care and surgical management of cardiothoracic patients. Actively participate in the academic programme run by the department for the post-graduate training of Registrars. Teaching of undergraduate and postgraduate students. To engage in academic research culminating in the publication of papers in scientific journals or the presentation of the results of such research at scientific congresses. Achieve a level of theoretical knowledge and surgical skills requisite to the training of a Cardiothoracic Surgeon. Participate in after hours services when required.

**ENQUIRIES** : Dr R.Madansein Tel No: 031-2402114  
**APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://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** : 11 April 2023

**POST 11/159** : **MEDICAL SPECIALIST GRADE 1, 2 & 3 (RADIOLOGY) REF NO: DPKISMH 08/2023 (X1 POST)**  
Component: Radiology Department

**SALARY** : Grade 1: R1 156 308 - R1 227 255 per annum, (all-inclusive package)  
Grade 2: R1 322 100 - R1 403 235 per annum, (all-inclusive package)  
Grade 3: R1 534 356 - R1 918 284 per annum, (all-inclusive package)  
(All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.) Other Benefit (S): Commuted Overtime

**CENTRE** : Dr. Pixley Ka Isaka Seme Memorial Hospital  
**REQUIREMENTS** : Senior Certificate/ Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in

Radiology Department. Certificate of registration with the Health Professions Council of South Africa as a Medical Specialist in Radiology Department. Current registration (2022/2023) with the Health Professions Council of South Africa as a Medical Specialist in Radiology. Unendorsed valid Code B driver's license (Code 08). Certificate of Service endorsed by Human Resource Department. Applicants in possession of a foreign qualification must submit an evaluation certificate from the South African Qualifications Authority (SAQA) when shortlisted. Experience **Grade 1:** Registration with the HPCSA as Medical Specialist in Radiology. No experience. **Grade 2:** A minimum of 5 years' appropriate experience as a Medical Specialist in Radiology after registration with the HPCSA as Medical Specialist in Radiology. **Grade 3:** A minimum of 10 years' appropriate experience as a Medical Specialist in Radiology after registration with the HPCSA as Medical Specialist in Radiology. Knowledge, Skills and Competencies Sound knowledge and experience of all radiology modalities, protocols and procedures. Must be able to perform radiology guided (ultrasound, CT, etc.) interventional procedures such as biopsies. Sound experience and competency in MRI and Breast imaging will be of advantage. Ability to teach and supervise medical officers and registrars. Good verbal and written communication skills. Good interpersonal skills and ability to function in multidisciplinary teams. Professionalism and concern for excellence.

**DUTIES** : Interpretation and reporting of images of all radiology modalities. Providing outpatient, inpatient and outreach radiology services. Teaching and supervision of medical officers and registrars. Ensuring provision of a high quality and efficient comprehensive radiology service. Assist with quality improvement initiatives including clinical audits and continued professional development activities aligned to departmental needs. Assist in the development of management policies and protocols. Organise, prepare for and chair interdepartmental clinical and academic meetings. Perform compulsory commuted overtime. Radiology research. Participation in commuted overtime is compulsory.

**ENQUIRIES** : Dr Z Zikalala Tel No: (031) 530 1445  
**APPLICATIONS** : Must be hand delivered to: 310 Bhejane Street (Hospital Gate number 2) KwaMashu, 4360 Or Email: pixley.recruitment@kznhealth.gov.za

**FOR ATTENTION** : Deputy Director Human Resources Management  
**NOTE** : Applications must be submitted on the NEW prescribed Application for Employment form (Z83) which must be originally signed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. A detailed Curriculum Vitae only must accompany the application form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. The Reference Number must be indicated in the column (Part A) provided on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification will be required to submit an evaluation certificate from the South African Qualifications Authority (SAQA) when shortlisted. Non- RSA Citizens/Permanent Residents/ Work Permit holders will be required to submit documentary proof when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

**CLOSING DATE** : 14 April 2023

**POST 11/160** : **ASSISTANT MANAGER (PHARMACEUTICAL SERVICES) REF NO: AM PHARM 01/2023 (X1 POST)**

**SALARY** : R938 748 per annum, all-inclusive package, (This inclusive package consists of 70% basic salary, 30% flexible portion that can be structures in terms of the applicable rules. 12% In-hospitable area allowance

<b><u>CENTRE</u></b>	:	Inanda C Community Health Centre
<b><u>REQUIREMENTS</u></b>	:	Grade 12 or equivalent. Bachelor of Pharmacy or Equivalent qualification in Pharmacy. Current registration with South African Pharmacy Council as a Pharmacist (2023) Plus Three (3) years after registration as a pharmacist with the South African Pharmacy Council (SAPC) Certificate of service endorsed by HR department must also be submitted by only shortlisted candidates. Recommendations: Some form of managerial/supervisory experience and exposure to the use and management of Anti-Retroviral medication and control of Pharmacy bulk stores would be an advantage. Knowledge, Skills And Competencies Required: Knowledge of relevant legislation, Acts, policies and regulations administered by the department of health. Sound knowledge of legislation relating to Pharmaceutical practice in South Africa. Good communication, leadership, decision making, team building and motivational skill. Effective planning, organization, managerial and interpersonal skills. Financial and budgetary knowledge. Computer skills on basic programs. Problem solving skills. Have good knowledge of the Pharmaceutical Tenders and Contracts Knowledge of the pharmaceutical supply and dispensing chain is essential. Have the ability to prioritize issues and other work related matters to comply with time frames.
<b><u>DUTIES</u></b>	:	Manage Pharmacy and assume the role of responsible le Pharmacist. Effective medicine supply management and stock control of Pharmaceuticals. Ensure budgetary compliance and expenditure control. Ensure availability and implementation of relevant Standards Operating Procedure for Pharmaceutical services in line with current statutory regulations and policy guidelines. Rational use of resources (Human, financial (asset and inventory) and physical. Coordinate activities of the Essential Medicines Programme including the Pharmacy and Therapeutics committee. Translate and operationalize current national, provincial and district plans. Training and development of Pharmacy support personnel and interns. Implementation, monitoring and evaluation of employee's performance assessments in line with department policy. Maintain discipline and deal with grievances and labour related issues as per DOH policies and procedures. Conduct service assessments and implement quality improvements processes. Ensure that there is a 24 hour provision of Pharmaceutical care. Work as part of multi-disciplinary team. Liaise with external stake holders on pharmaceutical and Management issues. Comply with the requirement for Good Pharmacy Practice and scope of practice for all registered personnel as laid down by the South African Pharmacy Council. Provide supervisory Pharmaceutical support to the 3 satellite PHC Clinics Supervise the enrolment and implementation of the CCMDD chronic program and pre-dispensing in clinics.
<b><u>ENQUIRIES</u></b>	:	Dr SCV Mncwango (CEO) Tel No: 031-519 0455
<b><u>APPLICATIONS</u></b>	:	Application to be forwarded to: The Human Resource Manager, Inanda Community Health Centre, Private Bag X04, Phoenix, 4080.
<b><u>NOTE</u></b>	:	Direction to candidate: The following documents must be submitted, Application for employment form (New Z83), which is obtainable at any Government Department or from website – <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . Updated comprehensive Curriculum Vitae stating any experience relevant to the position. Certified copies of highest educational qualifications and other relevant documents will <b>only</b> be requested from shortlisted candidate. Faxed will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. INA CNP 01/2021. Failure to comply with the above instruction will disqualify applicants. Please note that due to the number anticipated, applications will not be acknowledged. If you are not contacted three months after the closing date please regard your application as being unsuccessful. The appointment are subject to a positive outcome obtained from the State Security Agency (SSA) to the following check (criminal clearance, credit records and citizenship), verification of Educational Qualification by SAQA, verification of previous experience from Employers and verification from Company Intellectual Property Commission (CIPC). Note: Non-RSA Citizens/ Permanent Residents, Work permit holders will be required to submit their relevant qualifications when they are shortlisted. NB: Persons with disability should feel free to apply also African Males are encouraged to apply. Application must be submitted on or before closing date.
<b><u>CLOSING DATE</u></b>	:	14 April 2023

**POST 11/161** : **DEPUTY MANAGER NURSING (LEVEL 1 & 2 HOSPITALS) REF NO: UTHUK 11/2023 (X1 POST)**

**SALARY CENTRE** : R881 961 per annum, Benefits Rural Allowance on claim basis  
: Uthukela District Office

**REQUIREMENTS** : Appropriate B Degree/ National Diploma or equivalent qualification Nursing Science. Minimum of 9 years appropriate / recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing plus. At least 5 years of the period referred above must be appropriate / recognizable experience at a managerial level experience in program management will be recognized. Current registration with the South African Nursing Council (SANC 2023 Receipt). Valid code EB driver's license. Computer certificate (MS Office software application). Only Shortlisted candidates will be required to submit proof of experience/ service certificate endorsed by HR Department. Recommendations: Diploma / Degree in nursing administration or equivalent Health Services Management. The ideal candidate must have Strong communication and presentation skills. Ability to think critically in difficult situations. Sound project management skills. Managerial and facilitation skills. An understanding of the challenges facing the public health sector. Ability to translate strategic and transformation objectives into practical planning framework. Ability to prioritize issues and other work related matters and comply with the time frames. Proven initiative decisiveness, dedication and the ability to acquire new knowledge swiftly. Ability to make independent decisions. Computer literacy.

**DUTIES** : Provide strategic leadership in the provision of PHC services and Clinical Health Programmes to all level of health care system within the District. Develop and cost Health Programs and Primary Health Care Plans. Ensure that health Programs are effectively and efficiently managed. Monitor and evaluate the quality of services in relation to Primary Health Care and Health Programs. Distributes Health Program resource equitably. Actively participate in the programs data analysis, interpretation and management thereof. Provide leadership for the Health Programme Management Team in order to ensure the delivery of high quality health care. Ensure good governance in health programmes and community participation which includes effective functioning of the Clinic Committees. Monitor implementation of quality clinical programmes and management within District. Monitor staff levels and ensure the effective recruitment of competent personnel and implement retention strategies. Ensure effective and efficient integration of Health programmes. Convey a clear vision of transformation and oversee the transformation process within Clinical Health Programme setting. Ensure continuous clinical support of health facilities within uThukela district by programme coordinators. Ensure active participation in all community poverty alleviation activities with specific emphasis in Operation Sukuma Sakhe. Develop and ensure the implantation of National, Provincial and District Policies and legal prescripts. Monitor and control the Health Program budget. Ensure effective stakeholder involvement and engagement on health related programs (DAC&DHC). Ensure implementation and monitoring of audit improvement plans. Facilitate and monitor the implementation of transversal project activities. Facilitate the implementation of PHC re-engineering. Deputize District Director in his/her absence.

**ENQUIRIES** : Mrs. N.C Ndhlovu Tel No: 036 631 2202 (Ext 103)

**APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager Uthukela Health District office, Private Bag X9958, Ladysmith, 3370, OR Hand Delivered to HR Officer (Room 20) 32 Lyell Streets, Ladysmith 3370.

**FOR ATTENTION** : Mrs. M.Q Khanyile

**NOTE** : Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV only (with detailed previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates

(where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No subsistence and travelling allowance will be paid for interview attendance.

- CLOSING DATE** : 14 April 2023
- POST 11/162** : **MEDICAL OFFICER (CTOP) – MEDICAL SERVICES REF NO: OSI MED MAN 07/2023**
- SALARY** : R858 528 per annum. Other Benefits: all-inclusive packages, (This inclusive package consists 70% of Basic salary and 30% flexible portion that can be structured in terms of the applicable rules. Additional Benefits: Rural Allowances (18% of basic salary), Commuted Overtime subjected to the approval.
- CENTRE** : Osindisweni District Hospital, Verulam
- REQUIREMENTS** : Senior Certificate STD 10/Grade 12. MBCHB or equivalent qualification that allows registration with the HPCSA Council as a Medical Practitioner. Current registration as a Medical Practitioner with HPCSA. No experience required from South African qualified employees. A Minimum of 1 year relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. All abovementioned documents need not be attached on application, they will be requested only if shortlisted. Knowledge, Skills, Training and Competencies: Knowledge of the Health care system and medical ethics. Excellent human, communication, interpersonal skills and leadership skills. Ability to function as part of a multi-disciplinary team to a District level. Participate in the departmental programme planning, implementation and evaluation. Ability to make a difference. Good team building and problem solving. Ability to work under stressful conditions and maintain meaningful relationship with all stakeholders. Good research and presentation skills.
- DUTIES** : Ability to diagnose and manage medical problems including emergencies in relevant departments. Effective running of a District level OPD, inpatient and casualty service. Responsible for the Choice of Termination of Pregnancy (CTOP) programme. Responsible for the rape crisis centre. Diagnose and evaluate patient's state of health and deal with emotional and social aspects of patients. Administer medicine and treatment and perform minor surgical procedures / assist in operations as first of treatment. Maintain accurate record and appropriate health records in accordance with the legal and ethical considerations and continuity of patient care. Participate in Quality Improvement Plans. Compulsory participation in group 3 commuted overtime.
- ENQUIRIES** : Dr TS Mabusha: Tel No: 032 541 9205 / 9269
- APPLICATIONS** : Applications to be forwarded to: Dr TS Mabusha, Medical Manager, Osindisweni District Hospital, Private Bag X15, Verulam, 4340.
- CLOSING DATE** : 14 April 2023
- POST 11/163** : **MEDICAL OFFICER GRADE 1 - (HAEMATOLOGY) REF NO: HRM 26/2023 (X1 POST)**
- SALARY** : Grade 1: R858 528 - R924 876 per annum
- CENTRE** : King Edward VIII Hospital complex
- REQUIREMENTS** : MBCHB degree or equivalent qualification PLUS Registration certificate with the HPCSA as an Independent Medical Practitioner PLUS Current registration with the HPCSA (2023) Recommendation: Computer Literacy Knowledge, Skills, Training and Competencies Required: Good clinical and communication skills, Clinical or theoretical knowledge of Hematology, Function as part of a team, Administrative skills and empathy.
- DUTIES** : Function as a medical doctor responsible for Hematology patient care, Daily ward rounds, attendance at specialist clinics and assist in medical procedures, Liaise with other metropolitan hospitals, Manage nursing and allied staff, Provide clinical Hematology service to King Edward VIII Hospital, Participate in the academic program in the department, Perform regular clinic audits.

<b><u>ENQUIRIES</u></b>	:	Dr. N. Khuzwayo Tel No: (031) 360 3854
<b><u>APPLICATIONS</u></b>	:	All applications can either be submitted via email to <a href="mailto:twiggy.garib@kznhealth.gov.za">twiggy.garib@kznhealth.gov.za</a> or hand delivered at King Edward VIII Hospital complex and placed in the red application box situated next to the ATM in the Admin. building
<b><u>NOTE</u></b>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary plus proof of previous and current experience (certificate of service) and stamped by HR, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that 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. NB: This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)
<b><u>CLOSING DATE</u></b>	:	11 April 2023
<b><u>POST 11/164</u></b>	:	<b><u>ASSISTANT MANAGER NURSING (PRIMARY HEALTH CARE) (PHC AND OUTREACH) REF NO: AMN 01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R642 942 per annum. Other Benefits: Rural Allowance- 8%, Medical Aid (Optional), 13 <sup>th</sup> Cheque, Home Owners Allowance (Employees must meet prescribed Requirements).
<b><u>CENTRE</u></b>	:	Inanda "C" CHC
<b><u>REQUIREMENTS</u></b>	:	Degree/ Diploma in General nursing and Midwifery plus 1 year post basic qualification in Clinical Nurse Science, Health Assessment, and Treatment & Care. Registration with SANC as Professional Nurse and Midwife. Current registration as Professional Nurse with SANC 2023. A minimum of 10 years appropriate/ recognizable experience in nursing after registration as professional Nurse and Midwifery with SANC. Six years of period referred above, must be appropriate/ recognizable experience in Primary Health Care. At least Three years of the period referred above must be appropriate/ recognizable experience in supervision. Recommendations Degree/ Diploma in Nursing Management. Driver's License Knowledge, Skills, Training & Competencies Required: In depth knowledge of nursing legislation & related legal & ethical practice & legislative framework governing the Public service. Knowledge of nursing care processes, procedures, nursing statutes & other relevant legal framework. In depth knowledge of Primary Health Care protocols, guidelines & Policies. Good understanding & knowledge of HR & Financial policies & practices. Good report writing & facilitation skills. Good communication skills, both verbal & written. Conflict Management Skills. Co-ordination, Leadership & Liaison Skills. Knowledge of Code of Conduct, Labour relations & Negotiation Skills Demonstrate knowledge & understanding of SCM Policies & Practices. Flexibility.
<b><u>DUTIES</u></b>	:	Monitor and evaluate provision of Primary Health Care services at three satellite clinics and two mobile clinics, in line with Public Health indicators, norms, standards and targets. Ensure that Primary Health Care services are provided with adequate support by multi-disciplinary team attached to Inanda C CHC. Ensure an integrated approach with the implementation of the various Health Care programs to provide a seamless service delivery. Ensure the full implementation of Community based model/community orientated primary health care. Monitor the Health Information system, identify emerging trends and facilitate processes to ensure corrective action. Ensure the development and implementation of clinical policies, procedures and guidelines for PHC and other related programs/projects. Ensure that all

		complaints and patient safety incidents are dealt with in accordance with legislation. Ensure patient experience and waiting times surveys are conducted and analysed within timeframes. Ensure staff development and performance by implementing EPMDS and other related human resource policies. Ensure effective utilization of all resource in the department. Ensure implementation of appropriate Infection Control measures. Assist in the implementation of National Core Standards/ICRM.
<b><u>ENQUIRIES</u></b>	:	Dr SCV Mncwango (CEO) Tel No: 031-519 0455
<b><u>APPLICATIONS</u></b>	:	Application to be forwarded to: The Human Resource Manager, Inanda Community Health Centre, Private Bag X04, Phoenix, 4080.
<b><u>NOTE</u></b>	:	Direction to candidate: The following documents must be submitted, Application for employment form (New Z83), which is obtainable at any Government Department or from website – www.kznhealth.gov.za. Updated comprehensive Curriculum Vitae stating any experience relevant to the position. Certified copies of highest educational qualifications and other relevant documents will only be requested from shortlisted candidate. Faxed will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. INA CNP 01/2021. Failure to comply with the above instruction will disqualify applicants. Please note that due to the number anticipated, applications will not be acknowledged. If you are not contacted three months after the closing date please regard your application as being unsuccessful. The appointment are subject to a positive outcome obtained from the State Security Agency (SSA) to the following check (criminal clearance, credit records and citizenship), verification of Educational Qualification by SAQA, verification of previous experience from Employers and verification from Company Intellectual Property Commission (CIPC). Note: Non-RSA Citizens/ Permanent Residents, Work permit holders will be required to submit their relevant qualifications when they are shortlisted. NB: Persons with disability should feel free to apply also African Males are encouraged to apply. Application must be submitted on or before closing date.
<b><u>CLOSING DATE</u></b>	:	14 April 2023
<b><u>POST 11/165</u></b>	:	<b><u>ASSISTANT MANAGER NURSING (SPECIALTY) (ORHOPAEDICS/SURGICAL)</u></b> <b><u>REF NO: MAD 14/ 2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R642 942 - R723 624 per annum, plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	Madadeni Provincial Hospital
<b><u>REQUIREMENTS</u></b>	:	Basic R425 qualification (Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. One year Diploma in Orthopaedic Nursing Science. A minimum of 10 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience in the Orthopaedic Nursing Science, after obtaining the 1 year post-basic qualification in the Orthopaedic Nursing Science. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as Nursing Act, Occupational Health and Safety Act, Patients' Rights Charter, Batho-Pele Principles, etc. Sound management, negotiations, interpersonal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing management Knowledge of HR and Financial policies and practices such as Skills Development Act, Public Service Regulations, Labour Relations Act including disciplinary procedures. Computer literacy. Basic financial management skills.
<b><u>DUTIES</u></b>	:	Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care in Surgical, Ophthalmic and orthopaedic units. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage Human resources in terms of EPMDS; ensure that nurses are licensed to practice, etc. Monitor and ensure proper utilization of financial and physical resources. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Demonstrate effective communication



with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably, at a management / supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and practices.

**ENQUIRIES** : Mr. R.S.M Ngcobo Tel No: 034 328 8037  
**APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940  
**FOR ATTENTION** : The Recruitment Officer  
**NOTE** : This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. EE Targets (African Male)

**CLOSING DATE** : 14 April 2023

**POST 11/166** : **OPERATIONAL MANAGER (SPECIALTY STREAM) REF NO: SMH 03/2023**  
 Directorate: Clinical

**SALARY** : R588 378 – R662 220 per annum, (plus 13<sup>th</sup> cheque, Medical Aid –optional, Housing Allowance (employee must meet prescribed requirements)

**CENTRE** : Howick  
**REQUIREMENTS** : Matric/Standard 10/Grade 12 or equivalent qualification. Degree/Diploma in Nursing plus Advanced Psychiatric Nursing with a duration of at least one year accredited with SANC in terms of Government Notice No R212. Certificate of registration as post basic qualification in Nursing Psychiatry. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which 5 years must be appropriate/recognizable experience after obtaining post basic qualification. Current SANC receipt. Code B drivers license. Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application, only when shortlisted. Recommendation: Computer literacy. Degree/Diploma in Nursing Management will be an advantage. Knowledge, skills

and competencies required: Good communication, leadership, interpersonal and conflict management skills. Conflict management and knowledge of labour basic qualification in Psychiatry (Advanced Psychiatry Nursing). Relations and disciplinary process/procedures. Human Resources and financial management skills. Sound knowledge of disciplinary processes and grievance procedures. Knowledge of nursing care processes and procedures. Knowledge of Occupational Health and Safety, Infection Control, medical waste and risk assessment and Mental Health Care Act and team building and supervisory skills.

**DUTIES**

: Manage and lead the unit in rendering efficient and professional nursing care as laid down by the nursing Act. Engages in clinical assessment of Mental Health Care Users in a specialized psychiatric setting. Work effectively, co-operatively, amicably at supervisory level with person of diverse intellectual cultural racial or differences. Ensures provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and healthcare in the unit. Participates in training and research with a view to increase body of knowledge in a specialized psychiatric setting. Implement standards, practices, criteria and indicators for quality nursing practices. Maintain constructive working relationships with nursing and other stakeholders. Exercise control and account for expenditure by managing and monitor utilization of human, financial and material resources. Manage the disciplinary and grievance matters including monitoring and managing for absenteeism in terms of laid down policies and procedures. Maintain professional growth/ethical standards and development of self and personnel, by analyzing their needs, formulating and implementing the training and developmental strategies and monitoring its effectiveness. Participate in performance reviews i.e. EPMDs. Participate in health promotion and illness prevention initiatives within the institution.

**ENQUIRIES  
APPLICATIONS**

: Mrs ST Chule Tel No: 033 3306 146  
: The Human Resource Manager, Umgeni Specialized Psychiatric Hospital, Private Bag X23 Howick, 3290. Hand delivered applications may be submitted at the HR Office Admin Block, Howick 3290

**FOR ATTENTION  
NOTE**

: Mr. BM Gwamanda  
Applications should be submitted on amended form Z83 obtainable from any Public Service Department. The Z 83 form must be completed in full, failure to do so may result in disqualification and should be accompanied by a detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicants responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. Due to financial constraints, subsistence and travelling allowance will not be paid to candidates invited to attend the interview.

**CLOSING DATE**

: 12 April 2023

**POST 11/167**

: **OPERATIONAL MANAGER (SPECIALTY) - (THEATRE) REF NO: HRM 25/2023 (X 01 POST)**

**SALARY  
CENTRE  
REQUIREMENTS**

: Grade 1: R588 378 - R662 220 per annum, plus benefits  
: King Edward VIII Hospital complex  
: Matric/Senior Certificate or equivalent qualification PLUS Degree/Diploma in General Nursing and Midwifery PLUS Minimum of 9 years recognizable nursing experience as professional Nurse PLUS At least 5 years period referred above must be appropriate/recognizable experience after obtaining 1 year post basic qualification in operating theatre Recommendation: Computer Literacy, at least 3 years' experience must be at nursing management level Knowledge, Skills, Training And Competencies Required: Knowledge of Nursing care processes and

procedures, Nursing statutes, and other relevant legal framework, Good communication skills-verbal and written/human relation and ability to teach and train staff within team, Co-ordination and liaison skills and sound management skills, Ability to work as part of multi-disciplinary team, Knowledge of labor relation, disciplinary procedure and basic financial management skills, Sound management, negotiations, interpersonal and sound working knowledge of Nursing Management services.

**DUTIES** : Assist in planning/organizing and monitoring of objective of specialized unit, Provide a therapeutic environment for staff, patients and public, Provide comprehensive, quality nursing care, Provide direct and indirect supervision of all nursing staff/housekeeping staff and to give guidance, Ensure continuity of patient care on all levels, Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital, Assist with allocation/change list, day and night duty roster and input for leave, Assistant in record keeping and provide with statistical information on training and staffing, To assist in EPMSD evaluation of staff and implementing EAP, Assist in orientation, induction and monitoring of all nursing staff, To complete patient related data and partake in research, Promote quality specialized nursing care as directed by scope of practices and standards determined by relevant specialty, To assist with relief duties of the supervisor and partake in overall specialized unit functions i.e. Team building, Effective and Efficient Management of all resources, To work effective and amicable, at a supervisory level with person of diverse intellectual, cultural, racial or religious differences.

**ENQUIRIES** : Ms. P. Govender Tel No: (031) 360 3026  
**APPLICATIONS** : All applications can either be submitted via email to [twigggy.garib@kznhealth.gov.za](mailto:twigggy.garib@kznhealth.gov.za) or hand delivered at King Edward VIII Hospital complex and placed in the red application box situated next to the ATM in the Admin. Building.

**NOTE** : 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](http://www.gov.za), and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary PLUS Proof of previous and current experience (certificate of service) and stamped by HR, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that 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. NB: This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)

**CLOSING DATE** : 11 April 2023

**POST 11/168** : **OPERATIONAL MANAGER- SPECIALTY- THEARTE REF NO: MOS/OM/ST/01/2023 (X1 POST)**

**SALARY** : Grade 1: R588 378 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 12%

**CENTER** : Mosvold District Hospital  
**REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification PLUS. Diploma/ Degree in General Nursing and Midwifery PLUS a minimum of 9 years recognizable nursing experience as professional nurse PLUS at least 5 years experience referred above must be appropriate/ recognizable experience after obtaining 1 year post basic qualification in operating theatre PLUS relevant operational theatre experience after obtaining (1) one year post basic qualification in operating theatre .Proof of

previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) (Only when shortlisted). Knowledge, Skills and Competencies Required: Demonstrate an in depth understanding of nursing registration and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing by the nursing team (unit) in according with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate basic understanding of HR and Financial Policies.

**DUTIES**

: Provision of optimal, holistic specialized nursing care provided within the set standards i.e professional /obligation. Apply nursing process to the patient care in operating room. Maintain accurate and complete patient's records according to legal requirements. Compilation and analysis of statistics. Participate in auditing of clinical charts and develop QIPS. Participate in the implementation of National norms and standards, guidelines, protocols. Manage resources: effective, efficient and economical use of allocated Resources. Provision of effective support to nursing services. Assist in supervision and development of staff. Participate in training, research and programmes EG, IPC, Quality Assurance. Scrubbing for minor and major operations. Provide safe, therapeutic and hygienic environment for patients, visitors and staff. To participate in the care of swabs and instruments in theatre. To provide immediate care to all patients who have been operated. To prepare for the operations ensure smooth running of the theatre. Maintain professional Growth/ ethical standards and self-development. Promote good working relationships with multidisciplinary team. Maintain sterile environment and ensure availability / functionality of surgical equipment.

**ENQUIRIES**

**APPLICATIONS**

: Mrs. T.J. Dlamini (Deputy Nursing Manager) Tel No: (035) 591 0122 EXT 102  
: Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

**FOR ATTENTION**

**NOTE**

: Mr. SS. Langa  
: The most recent Z83 application form for employment which is obtainable at any Government Department or the website: [www.kznhealth.gov.za](http://www.kznhealth.gov.za), The Z83 form must be completed in full, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the (CV). Applicants are not required to submit copies of qualifications and other relevant documents on application, such documents will be requested from shortlisted candidates only. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must bring an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications {Only when shortlisted}. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. All employees in the Public Service that are presently on the same salary level but on a notch/package, Above the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

**CLOSING DATE**

: 14 April 2023

**POST 11/169**

: **ASSISTANT DIRECTOR: COURT WATCHING AND DOCKET AUDITING REF NO: CSL06/2023**

**SALARY CENTRE**

: R491 403 per annum (Level 10)  
: Pietermaritzburg

- REQUIREMENTS** : A degree in Law or Police Science or Social Science or Criminology or equivalent qualification recognized by SAQA, together with a minimum of 3 years relevant experience in prosecution or criminal investigation. A valid driver's license. Applicants must be prepared to work extended hours. Constitution, Criminal Law, Law of Evidence, Criminal Procedure Act, Criminal Justice System, Public Service Act and Regulations, PFMA, Civilian Secretariat for Police Act, SAPS Act, Domestic Violence Act, Policing Policies, Procedures and Standing Orders, Criminal Investigation/Prosecution, Communication, Project management, Report writing, Financial Management, Conflict Resolution.
- DUTIES** : To monitor and evaluate police stations and address complaints against police stations for the districts. Monitor and evaluate the implementation of policing policies and directives, with specific reference to docket and case monitoring, by police stations in the Region. Monitor and evaluate the service delivery of police stations and clusters in the Region, with emphasis to processing of dockets and cases. Address complaints against police stations in the Region by carefully scrutinizing dockets and cases. Develop and review district police oversight arrangements and community relations to properly respond to the needs of the community. Monitor priority cases and protest action cases. Develop and maintain partnerships in police oversight with relevant organisations within the Region.
- ENQUIRIES** : Ms. L. Moodley Tel No: 033 - 3419300
- APPLICATIONS** : Applications may be forwarded by post to: Head: Community Safety and Liaison, Human Resource Management, Private Bag X9143, Pietermaritzburg, 3200, or hand delivered to 179 Jabu Ndlovu
- FOR ATTENTION** : Ms. S.S Ngcobo
- NOTE** : Applicants must not submit copies/attachments/ poof /certificates/ID/Driver license/qualifications on application, only when shortlisted. A completed Z83 application for employment form and a detailed CV must only be submitted. Applicants must utilise the most recent Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. All personal data on applications will be dealt with in terms of the provisions of the Protection of Personal Information Act, 2013. Persons with disabilities are also encouraged to apply.
- CLOSING DATE** : 11 April 2023
- POST 11/170** : **CLINICAL PROGRAMS CO-COORDINATOR (QUALITY ASSURANCE MANAGER) REF NO: NDW/QAM/04/2023**
- SALARY** : R464 466 per annum. Other Benefits: 13TH cheque, Medical Aid (Optional) Housing Allowance (employee must meet prescribed requirements)
- CENTRE** : Ndwedwe CHC
- REQUIREMENTS** : Senior certificate/Grade 12 or equivalent Diploma/Degree in General Nursing Registration Certificate with SANC as a professional Nurse. Valid driver's Licence Certificate of service issued & signed by your employer knowledge, skills and competencies required: Demonstrate an in depth understanding of Nursing Legislation and related Legal and Ethical Nursing practices and how this impact on service delivery. Ensure clinical Nursing Practice by the Nursing team (unit) in accordance with the scope of practice and Nursing Standards. Promote quality of Nursing care as directed by the professional scope of practice and standard determined by the relevant Health Facility. Demonstrate a basic understanding of HR and financial policies and practices. Strong interpersonal communication and presentation skills. Knowledge of Total Quality Management (TQM). Knowledge of National Core Standard and Provincial Quality initiatives (Human Rights Batho Pele Principles and Right Charter).
- DUTIES** : Work as part of Multi-disciplinary to ensure good Nursing care by the Nursing Team. Perform Quality improvement Audits and survey monthly and reports to Senior Management. Monitor and Evaluates delivery of Quality care at the institution and Clinics. Ensure implementation of National Core Standard and Provincial initiatives (Patients Right Charter, Batho Pele programmes, PEC, waiting times survey. Clinical Governance, ideal clinics, etc. Co-ordinates Quality improvement initiatives at the institution and clinics. Monitor and Evaluates delivery of quality care to the institutional level including clinical waiting times and client

experiences. Provide evidence on various aspect of quality care to the institution. Monitor and Evaluates complicates to the National and Provincial Quality Programmes, norms and standards for the PHC Clinics and Hospital package of care. Identify, facilitates and Co-Ordinates all QIP's. Conduct survey to all priority Programme e.g. Housing, MCWH, HAST, IMCI and ICDN. Manager the accreditation Programme for the institution and clinics.

**ENQUIRIES  
APPLICATIONS**

: Ms K Naidoo Tel No: 032 532 3350  
: All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X528, Ndwedwe, 4342

**FOR ATTENTION  
NOTE**

: Mr. EM Khumalo Tel 032 532 3050  
: The content of this circular must be brought to the attention of all eligible personnel and employees in your establishment without delay. Institutions must notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal place of work. Directions To Candidates The following documents must be submitted: Application for Employment form new (Z83) which is obtainable at any Government. Department or from website www.kznhealth.gov.za. Applicants are requested not to submit copies / attachments/ proof /certificates/ID/ drivers license/qualification on application, only shortlisted candidate will be required to submit certified documents on or before the date of the interview The reference number must be indicates in the column provided in the Z83, e.g. SAP2/2010 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 Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission ( SIPC). Due to the large number of applications we envisage to receive, applications will not be Acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants.(This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department)"People with disabilities should feel free to apply"NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.

**CLOSING DATE**

: 14 April 2023

**POST 11/171**

: **PROFESSIONAL NURSE (SPECIALTY) (THEATRE) REF NO: MAD 15/ 2023 (X1 POST)**

**SALARY**

: Grade 1: R400 644 – R464 466 per annum  
Grade 2: R492 756 – R606 042 per annum  
Plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)

**CENTRE  
REQUIREMENTS**

: Madadeni Provincial Hospital  
: Diploma / Degree in General Nursing A post basic qualification in Operating Theatre Nursing Science. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Knowledge, Skills, Training and Competencies Required: Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.

**DUTIES**

: Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Train and supervise junior staff and student nurses. Maintain accreditation standards by ensuring compliance with National Norma and Standards. Co-ordinate clinical activities of the unit. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in nursing audits and maintain accurate records. Display a concern for patients, promoting advocating, and facilitating proper treatment and care Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Strengthen ethics and professionalism. Provide safe and therapeutic environment for patients, staff and public. Advocate for quality care of patients Participate in staff development using EPMDS System

and other work related programmes and training. Ensure that equipment and machinery is available and functional at all time. Report and challenges and deficiencies within the unit. Attend to meetings, workshops and training programs as assigned by the supervisor.

**ENQUIRIES  
APPLICATIONS**

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

**FOR ATTENTION  
NOTE**

: The Recruitment Officer  
: This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Note: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. EE Target (African Male).

**CLOSING DATE**

: 14 April 2023

**POST 11/172**

: **CLINICAL NURSE PRACTITIONER REF NO: GAM CHC 03/2023 (X2 POSTS)**

**SALARY**

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

**CENTRE  
REQUIREMENTS**

: Gamalakhe CHC  
: Senior Certificate Degree / Diploma in General nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration Certificate as General Nurse and Primary Health Care Nurse Current registration with SANC (2023 Receipt) Experience: **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing, after registration as a Professional Nurse with SANC in General Nursing and Midwifery. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and midwifery of which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. knowledge, skills and competencies Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and Counselling. Financial and budgetary knowledge. Good in-sight of procedures and policies pertaining to nursing care. Computer skills in basic programs.

**DUTIES**

: Provide quality comprehensive community health care by promoting preventative, Curative and rehabilitative services. Provide 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 in assisting clients and families to develop a sense of

self care. Promote scientific quality nursing care by functioning as a therapeutic team. Coordinating between CHC and community and preventing medico-legal hazards. Conduct outreach services to improve health outcomes. Ensure proper utilization and management of all resources Ensure integration of health services. Encourage research by assisting in departmental projects and always ensuring the community needs, are taken into account. Strengthen and ensure implementation of IDEAL clinic strategies. Assist unit Manager with overall management and necessary support for effective functioning in the facility. Participate in clinical records audits Advocate for Nursing Ethics and Professionalism. Provide knowledge and understanding of Covid19 precautionary measures and clinical management thereof.

**ENQUIRIES** : Ms. GB Tshiseka Tel No: 039-318 1113  
**APPLICATIONS** : All applications should be forwarded to: The HCH Manager Gamalakhe Community Health Centre, Private Bag X709, Gamalakhe, 4249  
**FOR ATTENTION** : Human Resource Manager  
**CLOSING DATE** : 11 April 2023

**POST 11/173** : **OCCUPATIONAL HEALTH COORDINATOR REF NO: ZUL/OCC/2023**

**SALARY** : R400 644 per annum. Other benefits may include rural allowance on a claim basis  
**CENTRE** : Zululand Health District office, Ulundi  
**REQUIREMENTS** : Senior Certificate (Grade 12). An appropriate B Degree/National Diploma in Occupational Health, nursing or related field, plus Relevant current registration with any of the professional registration councils for Health Workers in South Africa e.g. (HPCSA, SANC and SAPC). A minimum of 3-5 years appropriate experience in/and knowledge of occupational health/nursing healthcare & therapy. Valid driver's license. Only shortlisted candidates will attach proof of current and previous work experience endorsed and stamped by Human Resources Management/Office. Skills: Knowledge of occupational health and safety policies and procedures. Knowledge and experience of the Public Service Policies, acts and regulations. Good communication skills (verbal & written). Basic financial management skills. Report writing and presentation skills. Planning and coordinating skills. Knowledge of labour relations and disciplinary procedures, including conflict resolution. Computer literacy.

**DUTIES** : To ensure occupational health units are established in hospital/CHC. To ensure the occupational health promotion programs are running in the District. Provide a comprehensive occupational health clinical services to the District. Conduct occupational health risk assessment, biological, physical ergonomical and physiological to assess impact work environmental on the worker and provide alternative recommendations. Liaise with various role players involved in occupational health related issues e.g. health & safety committees, clinical staff and employee assistant practitioner. Contact occupational health in-service training and orientate employees. To ensure an occupational health audit programme is developed for the District.

**ENQUIRIES** : Mr PM Ntshangase Tel No: 035- 8740713  
**APPLICATIONS** : KwaZulu-Natal Zululand Health District Office, Private Bag X81, Ulundi, 3838, King Dinuzulu High way LA Building Ground floor Ulundi, 3838

**FOR ATTENTION** : Ms BN Zulu  
**NOTE** : The following documents must be submitted: (a) Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website (New Z83 form). (b) Comprehensive Curriculum Vitae, (c) Educational qualifications, SANC registration certificates, Driver's License, ID Copy, SANC receipts and proof of experience will be requested from shortlisted candidates only, don't include in your application. The Reference Number must be indicated in the column provided on the form Z.83. Persons with disabilities should feel free to apply for the post. NB: (a) Failure to comply with the above instructions will disqualify the applicants. Faxed and e-mailed Applications will not be accepted. Copies of certified copies will disqualify candidates. (b) 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 previous and current employers and verification from the



Company Intellectual Property Commission (CIPC). Shortlisted candidates will be required to provide certified copies of educational qualifications, proof of registration with Health Professional Council (if applicable), Certified copy of identity document, proof of experience indicating detailed periods of experience endorsed by HR. Failure to produce these documents will disqualify candidates shortlisted. It is the responsibility of the applicant to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. 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 due to financial constraints no S&T claims will be considered for payment to candidates that are invited for interviews, (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department.)

**CLOSING DATE** : 14 April 2023

**POST 11/174** : **PROFESSIONAL NURSE SPEC (ADVANCED MIDWIFE) REF NO: GAM CHC 04/2023**

**SALARY** : Grade 1: R400 644 per annum  
Grade 2: R492 756 per annum  
Other Benefit(s): 13th Cheque Medical Aid (Optional) GEHS (employee must meet prescribed requirements) 12% rural allowance

**CENTRE REQUIREMENTS** : Gamalakhe CHC  
: Senior Certificate Degree/ Diploma in General Nursing and Midwifery that allows registration with SANC as a Professional Nurse. A post basic qualification with a duration of at least one (01) year accredited with SANC (Advanced Midwifery) Current registration with SANC (2023 Receipt) Experience **Grade 1:** A minimum of 04 years appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC in General nursing with post basic in Advanced Midwifery. **Grade 2:** A minimum of 14 years appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC of which 10 years of the period referred to above must be experience after obtaining the 1 year post basic qualification in the relevant specialty. Skills: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and Counselling. Financial and budgetary knowledge. Good in-sight of procedures and policies pertaining to nursing care. Computer skills in basic programs.

**DUTIES** : Provision of optimal holistic specialized nursing care self-standards within professional framework. Assist in planning, organizing and monitoring of objectives of specialized unit within the facility. Manage all resources within the facility, effectively and efficiently to ensure optimum service delivery. Demonstrate a basic understanding of Human Resource and Financial policies and practices. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern to patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs and expectations.(Batho-Pele) Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Participate in teaching of staff and mothers/relatives and mentorship of junior staff and trainees. Implement plan of action in Emergency situations according to protocols and guidelines. Ensure that MNCWH and MBFHI programs are properly implemented. Conduct audits and implement quality improvement plans. Promote and ensure good work ethics within the facility.

**ENQUIRIES APPLICATIONS** : Ms. GB Tshiseka Tel No: 039 318 1113  
: All applications should be forwarded to: The HCH Manager Gamalakhe Community Health Centre, Private Bag X709, Gamalakhe, 4249

**FOR ATTENTION CLOSING DATE** : Human Resource Manager  
: 11 April 2023

<b><u>POST 11/175</u></b>	:	<b><u>PROFESSIONAL NURSE GRADE 1 (SPECIALTY) - (ICU) REF NO: HRM 24/2023 (X5 POSTS)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R400 644 - R464 466 per annum, plus benefits
<b><u>CENTRE</u></b>	:	King Edward VIII Hospital complex
<b><u>REQUIREMENTS</u></b>	:	Matric/Senior Certificate or equivalent qualification PLUS Degree / Diploma in General Nursing plus Registration with S.A.N.C. as a General Nurse and Specialty Nurse plus One year Post Basic registration Degree/Diploma in Critical Care plus 4 years appropriate / recognizable registration experience as a General Nurse Recommendation: Computer Literacy, driver's license Knowledge, Skills, Training And Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework, Good communication skills-verbal and written, Co-ordination and liaison skills, Problem solving skills.
<b><u>DUTIES</u></b>	:	Assist in planning/organizing and monitoring of objectives of the specialized unit, Provide a therapeutic environment for staff, patients and public, Provide comprehensive, quality nursing care, Provide direct and indirect supervision of all Nursing Staff/Housekeeping staff and to give them guidance and ensure continuity of patient care on all level, Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital, Assist with allocation/change list, day and night duty rosters and inputs for leave, Assist in record keeping and provide statistical information on training and staffing, To assist in EPMSD evaluation of staff and implement EAP, Assist in orientation, induction and monitoring of all nursing staff, To complete patient related data and partake in research, Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty, To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift, To partake in overall specialized unit functions, i.e. team building, Effective and efficient management of all resources, Liaise with professional Nurse in charge in surgical high care, Allocation of Staff within the Directorate on rotational basis, To nurse a critically ill patient who is ventilated, on hemodialysis and continuous veno venous Haemodialysis, To nurse all types of patients regardless of diagnoses according to disease profile within the directorate, To nurse a pediatric ventilated/ high care patient in ICU for close monitoring, Maintain professional growth/ethical standard and self-development.
<b><u>ENQUIRIES</u></b>	:	Ms. P. Govender Tel No: (031) - 360 3026
<b><u>APPLICATIONS</u></b>	:	All applications can either be submitted via email to <a href="mailto:twiggy.garib@kznhealth.gov.za">twiggy.garib@kznhealth.gov.za</a> or hand delivered at King Edward VIII Hospital complex and placed in the red application box situated next to the ATM in the Admin. building
<b><u>NOTE</u></b>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary PLUS Proof of previous and current experience (certificate of service) and stamped by HR, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that 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. NB This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)
<b><u>CLOSING DATE</u></b>	:	11 April 2023

**POST 11/176** : **PROFESSIONAL NURSE SPECIALTY (MATERNITY) REF NO: EMS/12/2023**

**SALARY** : Grade 1: R400 644 – R464 466 per annum  
Grade 2: R492 757 – R606 042 per annum  
(Other benefits: Medical Aid (Optional) 13th Cheque Plus 8% rural allowance, Housing allowance (employee must meet prescribed requirements))

**CENTRE REQUIREMENTS** : Emmaus Hospital  
: Senior Certificate (Grade 12). Degree/ Diploma in General Nursing and Midwifery, Plus 1 (one) year post basic qualification in advanced Midwifery and Neonatal Nursing Science. A minimum of 4 years appropriate recognizable experience in nursing after registration with SANC in general nursing. Current registration with SANC as a General Nurse and Midwifery NB: certificate of service from previous employers is compulsory when shortlisted. Please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management (only when shortlisted) Knowledge & Skills Knowledge of Public Service acts, regulations and policies, Demonstrate and understanding of nursing legislation and related legal and ethical nursing practices, Knowledge and implementation of Batho Pele principles ,patients' rights charter and code of conduct, Leadership, supervisory and good communication skills, Team building and across cultural awareness.

**DUTIES** : To execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures, to participate in quality improvement programs and clinical audits. Be able to identify and manage obstetrical emergencies. Proper and effective reporting of patient's safety incidents. Impart knowledge of obstetric emergency and management e.g. ESMOE drills. Provide guidelines and leadership within the unit. Assist on quality data management of programs under mother and child.

**ENQUIRES APPLICATIONS** : Ms. T.N.Maphumulo Tel No: 036 488 1570 EXT 8315  
: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

**FOR ATTENTION NOTE** : Human Resource Manager  
: Application should be submitted on the most recent form Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV only (with detailed previous experience). Only shortlisted candidates will be required to submit certified copies of qualifications.ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No Subsistence and Travelling, Resettlement Allowance will be paid for interview attendance.

**CLOSING DATE** : 14 April 2023 at 16:00

**POST 11/177** : **DENTAL THERAPIST REF NO: EMS/13/2023**

**SALARY** : Grade 1: R332 427 - R378 318 per annum  
Grade 2: R389 754 - R445 665 per annum  
Grade 3: R459 126 - R557 184 per annum  
Other Benefits Medical Aid (Optional) 13th Cheque Plus 8% rural allowance, Housing allowance (employee must meet prescribed requirements)

**CENTRE REQUIREMENTS** : Emmaus Hospital  
: Senior Certificate (Grade 12). Or equivalent qualification; Plus; Bachelor of Dental Therapy PLUS; Certificate of Registration with the HPCSA Plus; Current registration with HPCSA (2023) Plus; Current and previous experience endorsed by Human Resource Department NB: certificate of service from previous employers is compulsory when shortlisted. Please include verification of employment from

current employer, which must be endorsed and signed by Human Resource Management (only when shortlisted) Experience **Grade 1:** No experience required **Grade 2:** Bachelor of dental therapy and a certificate of Registration with the HPCSA PLUS 10 year's appropriate experience after registration as a Dental Therapist **Grade 3:** Bachelor of Dental Therapy and a certificate of registration with the HPCSA Plus 20 year's appropriate experience after registration as a Dental Therapist. Knowledge & Skills Knowledge and understanding of the legislative prescript governing the Public Service, Ability to communicate effectively with all levels of staff and the Public , Computer literacy, Ability to work under pressure, Presentation , planning and organizing skills Ability to manage conflict and apply discipline, Decision making and problem-solving skills.

- DUTIES** : Render clinical dental service within the institution, including travelling to the clinics. Ensure appropriate management and treatment of dental patients. Render quality oral health care to patients (whole spectrum: extraction, restorative care, preventative care, pathology, infection control, waste management, etc.). Ensure appropriate referral of patients. Provide and assure quality health care and information management including generation, collection, collation and analysis of data. Implement policies. Ensure oral health promotion and patient education. Conduct oral health education to patient and identified group (e.g., wards, inter departmental training, school children, clinics, etc.) Participate in oral health month activities (i.e. screening, health talk, etc.) Conduct service need index screening at school (OHI/OHE, Fluoride, referrals) Carry out any clinical duties as allocated by the clinical supervisor.
- ENQUIRES** : Dr H.B Nkuna Tel No: 036 488 1570 Ext 8205/ Dr S Khan Tel No: 036 488 1570 Ext: 8345
- APPLICATIONS** : Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.
- FOR ATTENTION NOTE** : Human Resource Manager  
: Application should be submitted on the most recent form Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV only (with detailed previous experience). Only shortlisted candidates will be required to submit certified copies of qualifications.ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: Interviews will only be done in person due to the current state of the impact of load shedding on network availability. No subsistence and traveling resettlement allowance will be paid for interview attendance.
- CLOSING DATE** : 14 April 2023 at 16:00
- POST 11/178** : **HEALTH AND SAFETY REF NO: STC 07/2023 (X1 POST)**
- SALARY** : R331 188 per annum, Plus Other Benefits: 13th Cheque, Medical Aid (optional), Home Owner Allowance (employee must meet prescribed conditions) Medical Aids (optional)
- CENTRE REQUIREMENTS** : ST Chads CHC  
: Senior Certificate (grade 12). Degree /National Diploma in Health Sciences / Engineering /Environmental Health. 3-5 years' experience working as Safety Officer. Valid Code B Driver's License. Recommendation: Samtrac. Knowledge, Skill, Training and Competencies Required: Knowledge and skills in managing quality improvement programs. Extensive knowledge of legislation pertaining to Health and Safety. Report writing skills. Ability to identify, control, monitor and investigates hazards/accidents. Knowledge of OHS Act 85 of 1993 and COID Act 130 of 1993. Good communication skills.

**DUTIES** : To ensure quality management procedures are in place for safety by developing quality improvement plans as well as Health and Safety policies and procedures tools and manuals. To ensure quality audits functions are carried out for the CHC. To ensure safety statistic are analysed, interpreted, reported and captured. To ensure the delegated management and administrative functions are carried out correctly and timely in order for health and safety to function in the CHC. To investigate all types of accidents, compile reports related to accidents and to design tool prevent future accidents. Attend to disaster management committee, building site meeting and all other relevant meetings. To ensure compliance on OHS Act in all the clinics.

**ENQUIRIES** : Ms. N.M Myeza Tel No: 036 637 9600

**APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager St Chads Community Health Centre, Private Bag X9950, Ladysmith, 3370, OR Hand Delivered to Corner Helpmekaar and Ezakheni Main Road, Ezakheni 3381.

**FOR ATTENTION** : Mr S.D.Mdletshe

**NOTE** : The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The Reference Number must be indicated in the column provided on the Z83, e.g. STC 10/2022. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Foreign Qualification will be requested for submission from shortlisted candidates only. Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disability are encouraged to apply.

**CLOSING DATE** : 11 April 2023

**POST 11/179** : **SENIOR FINANCE MANAGEMENT OFFICER REF NO: GTN 11/2023 (X1 POST)**  
Component: Finance

**SALARY** : R331 188 – R390 129 per annum (Level 08). Other benefits: 13th cheque, Medical aid (Optional). Housing allowance

**CENTRE** : Greytown Hospital

**REQUIREMENTS** : Senior Certificate /Grade 12 PLUS Diploma/Degree in Financial Management / Cost and management Accounting / Financial Accounting or any equivalent qualification Three (03) to five (05) years' experience in public service within financial administration component (Budget & expenditure management, Accounts payable, Revenue, Asset and disposal, Procurement and stores, Voucher control and reporting. Recommendations A valid driver's licence. Computer literacy: Micro soft Office Software applications and MS Outlook. Two 02 years supervisory experience in Budget & Expenditure / SCM Knowledge, skills, Training and Competences required. In depth knowledge of budgeting control and financial management area of operation and associated processes. Good knowledge of Public Finance Management as well as relevant Acts and Regulations. Interpersonal and problem solving skills. Departmental and transversal system (e.g. BAS, PERSAL and Vulindlela). Good organizational and planning skills and ability to make independent decision. Ability to plan, build team spirit and meet deadlines. Knowledge of MS office Software applications.

**DUTIES** : Authorize commitments, payments, debts, receipts and journals on BAS. Draw, analyse and present financial reports. Manage suspense accounts and maintain

debts file. Consolidate Financial and SCM monthly and quarterly reports. Identify risks and institute control measures to minimize financial risks in all departments. Monitor and assess finance and SCM staff performance as per EPMS requirements. Oversee the reconciliation of transactions (interface) on PERSAL with BAS. Ensure fairness and transparency e.g. on procurement of goods and services in the institution. Ensure that safeguarding of all face value documents. Ensure that sufficient internal controls are in place and are implemented to ensure that all goods received are in line with goods that are ordered. Ensure that irregular, wasteful, fruitless and unauthorized expenditure is minimized.

- ENQUIRIES** :
- APPLICATIONS** :
- FOR ATTENTION** :
- NOTE** :
- Mr R Hannif Tel No: (033) 4139 451
- Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown, 3250.
- Mrs Z.J Ngobe
- The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.
- CLOSING DATE** :
- 14 April 2023
- POST 11/180** :
- SUPPLY CHAIN CLERK SUPERVISOR (LOGISTIC & WAREHOUSE) REF NO: MOS/SCCS/01/2023**
- SALARY** :
- R269 214 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements)
- CENTRE** :
- Mosvold District Hospital
- REQUIREMENTS** :
- Senior Certificate or Equivalent. 03-05 years' work experience in Supply Chain Management Component within public service. Computer literacy: MS Office and Excel applications. Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted) Recommendations: Valid driver's licence. Diploma in Finance /Supply Chain Management or equivalent knowledge, skills and competencies required: Knowledge of government prescripts. Practical knowledge of SCM Good planning, organizing, problem solving and team building skills. Computer literacy: MS Word, Excel, Power point and MS outlook. Knowledge of PFMA, PPPFMA, BBBEE. Possess high level of integrity and professionalism. Good verbal and written communication skills Possess good decision making skills.
- DUTIES** :
- Responsible for ensuring the provision of logistic management services. Manage stores or warehouse where all stocks are kept. Verify all received goods for quality and quantity against ordering documents and make a follow up if the delivery conditions reflect on the order form are not complied with specification. Provide

support to the clinics in terms of stock management. Ensure that all stocktaking is conducted on regular basis. Ensure the effective, efficient and economical management all allocated resources of the division as well staff development. Prepare and analyse monthly reports including RIDIV Template, relate to Supply Chain management. Manage, evaluate and direct performance of supply chain management. Provide acquisition of goods, service, quotations, tenders and adjudication activities are in accordance with the Institutional Business and Procurement Plan. Conduct internal audit and risk management activities. Co-ordinate and compile the procurement planning process and compliance to SCM policies. Conduct Internal Audit and risk management and prepare and analyse monthly reports.

**ENQUIRIES** : Mrs. NP. Myeni (Assistant Director: Finance) Tel No: (035) 591 0122 EXT 110  
**APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

**FOR ATTENTION** : Mr. SS. Langa  
**NOTE** : The most recent Z83 application form for employment which is obtainable at any Government Department or the website: www.kznhealth.gov.za, The Z83 form must be completed in full, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the (CV). Applicants are not required to submit Copies of qualifications and other relevant documents on application, such documents will be requested from shortlisted candidates only. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must bring an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications {Only when shortlisted}. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). All employees in the Public Service that are presently on the same salary level but on a notch/package, Above the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

**CLOSING DATE** : 14 April 2023

**POST 11/181** : **ARTISAN ELECTRICIAN REF NO: GTN 12/2023 (X1 POST)**  
 Component: Maintenance

**SALARY** : Grade A: R199 317 – R221 214 per annum  
 Grade B: R234 780 – R260 574 per annum  
 Other benefits: 13th cheque, Medical aid (Optional). Housing allowance

**CENTRE** : Greytown Hospital  
**REQUIREMENTS** : Grade 12 (senior certificate) Standard 10, Plus Appropriate Trade Test Certificate in Electrician in terms of section 13(2) (h) of the Manpower Act of 1981 as amended. Artisan **Grade A:** 0-2 years' experience. Artisan **Grade B:** At least 14 years appropriate/recognisable experience in an area after obtaining the relevant trade certificate. Valid driver's license. Knowledge, skills, Training and Competences required. Sound knowledge of the Occupational Health and Safety Act 85 of 1993. Good communication skills, interpersonal skills and negotiation and planning. Technical report writing, practical skills and experience of the trade. Good knowledge of hospital plant and machinery, equipment, air condition, as well as gas applications and gas equipment. Good knowledge of legal compliance. Creativity and analytical thinking, problem solving and decision making skills. Ability to work in a team, be customer focused and responsiveness. Computer Literacy: MS Office Software Package and presentation skill.

**DUTIES**

: Regular checks and visual inspections to all plants and equipment under supervision e.g. autoclaves, air handling units, clarifiers, gas banks, gas manifolds, oxygen generation plant, Hysters, laundry and kitchen equipment etc. Repairs to any broken and condemnation of equipment. Testing of oxygen plant, changing and record keeping of oxygen gas cylinders. Keep and monitor service intervals of all plants and equipment. Maintain and keep service record for future references. Installation work such as tubing and wiring in roof spaces, surface work and low – tension work. Repairs to all types of light fittings, inclusive of lamping. Maintenance and minor repairs o all domestic appliances, equipment and plant. Ensure visiting of Primary health clinics to perform maintenance duties when required and conduct inspections. Compile report and motivations for new work and for the improvement of existing plants. Undertake technical and other such investigations as required by the Artisan Foreman/ Chief Artisan. Assume overall control of responsibility for the supervision and guidance of subordinates. Be responsible to ensure cleaning of workplace/ workshop is carried out properly. Exercise control over equipment/ tools and keep them in good working condition. Ensure staff members are trained on use of equipment. Regular testing of emergency standby generator sets, inclusive of checking water, oil, fuel level safety tests on genets are to be made on weekly basis. Test and record single phase earth leakage relays using a socket tester and logged one per week. Weekly safety test of all laundry equipment such as door switches and ensure that proper recording is done on all tests conducted on the relevant register. Keep up to date with current equipment register. Be responsible for material issued and completing of job cards. Weekly testing of fire alarms and all associated equipment viz, booster pumps etc. To perform standby duties and after hours call out. These duties at times can at times include duties associated with other trades.

**ENQUIRIES  
APPLICATIONS**

: Mr R.M Mosikili Tel No: (033) 413 9450  
: Applications forwarded to: Human Resource Manager, Private bag X5562, Greytown, 3250.

**FOR ATTENTION  
NOTE**

: Mrs Z.J Ngobe  
: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

**CLOSING DATE**

: 14 April 2023



<b><u>POST 11/182</u></b>	:	<b><u>MEDICAL SPECIALIST GRADE 1/2/3 REF NO:</u></b> <b><u>MEDSPECVASCULARSURG/1/2023 -SESSIONS</u></b> No of Sessions Per Week: 16 sessions Nature of Appointment: Sessional – Not exceeding 12 months; subject to annual review Department: Vascular /Endovascular surgery
<b><u>SALARY</u></b>	:	Grade 1: R556.00 Hourly Rate per Session Grade 2: R636.00 Hourly Rate per Session Grade 3: R738.00 Hourly Rate per Session
<b><u>CENTRE REQUIREMENTS</u></b>	:	Inkosi Albert Luthuli Central Hospital Current registration with Health Professions Council as a Medical Specialist. Certificate in Sub-speciality: Vascular surgery. Experience: <b>Grade 1:</b> No Experience required from South African qualified employees. <b>Grade 2:</b> Five (5) years appropriate experience as a Medical Specialist after Registration with HPCSA as a Medical Specialist. <b>Grade 3:</b> Ten (10) years appropriate experience as a Medical Specialist after Registration with HPCSA as a Medical Specialist. Knowledge, Skills, Training and Competences Required: Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills.
<b><u>DUTIES</u></b>	:	The candidate will be expected to work in Vascular Surgery Assist with the provision and development of Vascular services as determined by the Clinical HOD at Inkosi Albert Luthuli Central Hospital. Active participation in the clinical activities in the allocated domain. Ensure sound labour relations in compliance with relevant legislation while maintaining the interests of the patient. To participate in clinical audit programmes. To assist in teaching when required.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr B. Pillay Tel No: 031 240 2165 All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
<b><u>NOTE</u></b>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . 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.
<b><u>CLOSING DATE</u></b>	:	11 April 2023