

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

- APPLICATIONS** : may be forwarded by post to: Head: Community Safety and Liaison, Human Resource Management, Private Bag, X 9143, Pietermaritzburg, 3200, or hand delivered to 179 Jabu Ndlovu Street, Pietermaritzburg.
- FOR ATTENTION** : Ms. S.S Ngcobo
- CLOSING DATE** : 23 June 2023
- 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.

OTHER POST

- POST 19/126** : **DISTRICT COORDINATOR REF NO: CSL32/2023**
- SALARY** : R958 824 per annum, an all-inclusive remuneration package is payable to the successful candidate. The package includes a basic salary (70 % of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules. The successful Candidate will be subject to security clearance and the signing of a performance agreement within three months of appointment.
- CENTRE REQUIREMENTS** : King Cetshwayo (Kwa Mbonambi)
: A Degree or National Diploma (NQF level 6) or higher in Social / Police Science or relevant equivalent qualification with a minimum of 3 years junior management experience in crime prevention. A valid driver's license. Applicants must be prepared to work extended hours. Knowledge of the Constitution of RSA, 1996, Knowledge of public service Act and regulations, PFMA, South African Police Act,1995, National Crime Prevention Strategy, 1996, KZN Commissions Act,1999, Domestic Violence Act,1Labour Relations Act,1983, Criminal Procedure Act,1977, Employment Equity Act,1998, Skills Development Act,1998, Promotion of Administrative Justice Act,2000, Promotions of Access to Information Act,2000, Electronic Communications & Transactions Act, 2002, State Information Technology Agency Act,1999, National Youth Development Agency Act, 2008, Civilian Secretariat for Police Service Act,2011, Fleet management, Labour Relations Act,1995, Communication and protocol, Communication skills, Project management skills, Report writing skills, Computer Skills, Financial Management skills, Conflict Resolution skills.
- DUTIES** : To monitor and evaluate the performance of police stations and promote community partnerships within the districts. Develop an integrated, effective and efficient policing system for the district. Develop monitoring and evaluation mechanism of police performance in the district. Coordinate functional initiatives to allow for integrated police service delivery. Monitor indicators which measure the impact of policing in order to positively impact on police practices in the district. Coordinate the management of crime prevention in the district. Ensure effective management of resources for the district.
- ENQUIRIES** : Ms. S.N Chamane at 078 9327 359

DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

The Department is an equal opportunity, affirmative action employer and is committed to empowering people with disability.

- APPLICATIONS** : To be posted to: The Chief Director, Human Resource Management & Development, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg, 3200 or hand delivered to: The Chief Registry Clerk, 2nd Floor South Tower, Natalia, 330 Langalibalele Street, Pietermaritzburg.
- FOR ATTENTION** : Mr LA Zulu

CLOSING DATE : 07 July 2023, (Applications received after this date will not be accepted)

NOTE : Applications must be submitted on the new Application for Employment Form (Z83) available from any Public Service Department and should be accompanied by a comprehensive CV. The Department discourages applications sent by registered mail and will not be held responsible for applications sent via registered mail which are not collected from the post office. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Failure to comply with any instruction will disqualify applicants. Appointment is subject to a positive outcome obtained from State Security on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). Faxed or late applications will not be accepted. Should applicants not receive any response from the Department within three months of the closing date, please accept that your application was unsuccessful. All shortlisted candidates will be subjected to a technical exercise in terms of SMS post that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and the technical exercise, the selection committee will recommend the candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. This post is being re-advertised and replaced. All applicants who applied previously must re-apply if they wish their applications to be considered. The Department is an equal opportunity, affirmative action employer and is committed to empowering people with disability.

MANAGEMENT ECHELON

POST 19/127 : **CHIEF DIRECTOR: MUNICIPAL INFRASTRUCTURE REF NO: 18/2023 (MID)**
Chief Directorate: Municipal Infrastructure

SALARY : R1 371 558 per annum (Level 14), (all-inclusive remuneration package to be structured in accordance with the rules of the Senior Management Service)

CENTRE : Pietermaritzburg

REQUIREMENTS : The ideal candidate must be in possession of an undergraduate (NQF level 7) qualification as recognised by SAQA in Civil/ Electrical Engineering coupled with 5 years' experience at a senior management level within the infrastructure planning and development environment as well as an SMS Pre-entry certificate as offered by the National School of Government (NSG). Essential Knowledge, Skills And Competencies Required: The successful candidate must have:- Sound knowledge of relevant legislation (MFRA, MPRA, MFMA, Municipal Systems Act), Knowledge of legal compliance, Knowledge of project management, policy analysis and strategic planning, Knowledge of infrastructure development and programme management, Knowledge of financial management and supply chain management, Knowledge of the structure and functioning of government as well as the infrastructure development environment in South Africa, Knowledge of operation and maintenance planning and implementation, Engineering and professional judgment skills, Strategic capability and leadership skills, Planning, organising as well as time management skills, Decision making and problem solving skills, Negotiation and conflict resolution skills, Team leadership and change management skills, Financial Management skills, Project management skills, Good communication skills (verbal & written), Computer literacy in MS Office, A valid code 8 drivers licence.

DUTIES : The successful candidate will be required to facilitate and monitor infrastructure development within municipalities with the following key responsibilities: Manage and facilitate municipal infrastructure development, Manage and facilitate sustainable service delivery, Ensure the management of infrastructure finance, Co-ordinate water sanitation and energy services planning, Manage the resources of the Directorate.

ENQUIRIES : Ms B Mgutshini Tel No: (033) 8975672

DEPARTMENT OF HEALTH

ERRATUM: Kindly note that the following 1 post was advertised in Public Service Vacancy Circular 16 dated 12 May 2023, the number of post to be advertised have been amended as follows: (X1 Post) Clinical Nurse Practitioner (Bergville clinic): Grade 1 & 2: Centre: Emmaus Hospital with Ref No: EMS/16/2023; The closing date has been extended to 19 June 2023

OTHER POSTS

- POST 19/128** : **HEAD CLINICAL UNIT (MEDICAL) GR 1 – RADIOLOGY REF NO: GS 46/23**
Component: Radiology Department
- SALARY** : R1 887 363 per annum, (all-inclusive package), consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted overtime which is based on Departmental operational needs. Employee must sign the commuted overtime contract form annually.
- CENTRE REQUIREMENTS** : Grey's Hospital- Pietermaritzburg
: Senior Certificate or equivalent. A qualification in Health Science, Plus Current registration with the Health Professionals Council of South Africa as a Specialist Radiologist Plus Meet all requirement for Registration with HPCSA as a Specialist Radiologist (exit outcomes 1,2 and 3) Five (5) years' experience working in an Academic Radiology Department after registration with HPCSA as a Medical Specialist. (Only shortlisted candidates will be required to submit proof of all documents). Recommendations: MMed in Diagnostic Radiology. Post-graduate qualification and/or appropriate skills and experience in subspecialty. Experience with vascular and non-vascular interventional radiology procedures. Experience with managing a subspecialist service in a recognized academic Radiology department. Proven experience with supervision of Radiology MMed candidates. Research experience and/or academic publications. Knowledge, Skills and Experience: Sound Diagnostic Radiology skills including CT, MRI, Mammography and Interventional procedures. Advanced clinical skills and experience in Musculo-skeletal imaging. Ability and experience in running / contributing to a comprehensive Radiology academic program for postgraduate students. Ability and experience in supervising MMed students and research projects. General management, Human resource management, Budgeting, Equipment acquisition, knowledge of current Health and Public Service legislation, regulations and policies, knowledge of medical ethics, quality assurance programs, good communication, and leadership by example.
- DUTIES** : Provide Medical Physics support for Radiotherapy treatment units including the drawing of specifications, Clinical and Managerial responsibility for the development and ongoing provision of subspecialist services in the field of Musculoskeletal imaging, including advanced ultrasound and MRI applications, at Greys Hospital and its referral area. Clinical and Managerial Responsibility for Interventional Radiology service when required. Participation in the development and ongoing provision of under- and post-graduate teaching of Radiology in the PMB Metropolitan Complex. Supervision of MMed theses for Radiology registrars and participation in Clinical Research in the PMB metropolitan complex. Responsibility for, and participation in, Radiology after-hours services in the PMB metropolitan region. Note: In view of the requirement for on-site after hours service provision, the recommended candidate will be required to relocate to Pietermaritzburg prior to taking up the post. Development of, and ongoing participation in, the provision of Tertiary and Regional Radiological services at Greys Hospital and its drainage area (including rotation to Edendale Hospital when required). Development of, and participation in Clinical Support and Outreach Programs to facilities referring to Pietermaritzburg hospitals, including Teleradiology services. Liaison with Institutional Management at Greys Hospital, the Head Clinical Department in Radiology at Greys Hospital and the Head of Radiology at the University of KwaZulu Natal.
- ENQUIRIES APPLICATIONS** : Dr M. Durand Tel No: (033) 897 3204
: Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X 9001, Pietermaritzburg, 3200
- FOR ATTENTION NOTE** : Mrs M. Chandulal
: Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the

new Z83 form and a detailed curriculum vitae only. The employment equity target for this post is: African Male, African Female, Coloured Male.
19 June 2023

CLOSING DATE

:

POST 19/129

:

MEDICAL SPECIALIST GRADE 1/2/3: ANAESTHETICS & ICU DEPARTMENT REF NO: MED 33/2023 (X4 POSTS)

SALARY

:

Grade 1: R1 214 805 – R1 228 092 per annum, (all-inclusive remuneration package)
Grade 2: R1 386 069 - R1 469 883 per annum, (all-inclusive remuneration package)
Grade 3: R1 605 330 - R2 001 927 per annum, (all-inclusive remuneration package)
Plus 18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)

CENTRE

:

Harry Gwala Hospital

REQUIREMENTS

:

Senior Certificate (Matric) MBCHB or equivalent qualification. FCA (SA) or MMed (Anaes), PLUS Registration certificate with the Health Professions Council of South Africa (HPCSA) as a Specialist Anaesthesiologist Sound clinical knowledge within the department of Anaesthesiology. Good communication and human relations. Sound knowledge of clinical procedures and protocols within the discipline. Assessment and management of patients. Experience: **Grade 1:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. Foreign candidates require 1 year relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Grade 2:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. **Grade 3:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. Please Note: This post would be suitable for candidates who have recently passed their specialist examinations and completed registrar time. In the event that a candidate who is eligible for specialist registration but has not received such registration from the council is successful, the appointment will be at their current salary level, with an upgrade to Specialist Grade 1 once registration is received. Specialist cover at Harry Gwala Regional Hospital is shared between the Anaesthetic and Critical Care Departments. The purpose of the post is to develop advanced Anaesthetic skills as well as develop an interest in critical care. The facility to spend 6 months focusing on Critical Care within the first two years of employment will be built into the job description of this post. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.

DUTIES

:

To execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation. Accept responsibility for administration of anaesthesia. Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in 16 hours commuted overtime per week, is essential. Overtime work will encompass both Critical Care and Anaesthesia call cover at any of the three hospitals in the PMB metropole. Liaise with other Metropolitan hospitals and Medical School as and when necessary, in consultation with the Head of Department. Supervision of postgraduate and undergraduate training. Participate in postgraduate and other relevant academic / and training programmes. Provide support to the Head of Department, in ensuring an efficient standard of patient care and services are maintained. Assess patients, plan, initiate and supervise medical care management of critically ill patients. Ensure the proper and economical use of equipment and other resources. This is a metropolitan post and the incumbent will be expected to be available for work at any of the metropolitan hospitals (Grey's, Harry Gwala Regional and Northdale). Willingness to rotate through

ICU for up to 6 months is essential. Candidates must remain within 30 minutes of the relevant PMB Hospital during all periods of on call at that hospital.

ENQUIRIES : Dr. J. Invernizzi at 082 385 8915

APPLICATIONS : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216. or hand delivered to the box main gate behind the security office.

FOR ATTENTION : Mr. T.C. Manyoni

NOTE : The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za. Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and years of experience written in full e.g. 01/01/2023. Copies of Qualifications, Registration Certificates and drivers licence must not be submitted when applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview. The Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: All appointments will be made in accordance with the Employment Equity target of the Hospital. People with disability are encouraged to apply.

CLOSING DATE : 21 June 2023

POST 19/130 : **MEDICAL SPECIALIST GRADE 1/2/3: PSYCHIATRY DEPARTMENT REF NO: MED 34/2023 (X1 POST)**

SALARY : Grade 1: R1 214 805 – R1 228 092 per annum, (all-inclusive remuneration package)
Grade 2: R1 386 069 - R1 469 883 per annum, (all-inclusive remuneration package)
Grade 3: R1 605 330 - R2 001 927 per annum, (all-inclusive remuneration package)
Plus 18% Inhospitable Area Allowance, Commuted Overtime, Medical Aid: Optional (Employee must meet Prescribed Requirements)

CENTRE : Harry Gwala Regional Hospital: Harry Gwala Nursing Campus

REQUIREMENTS : Senior Certificate/Grade 12 Certificate, An appropriate tertiary qualification (MBChB) or equivalent, Registration as a Medical Specialist in Psychiatry with the HPCSA, FC Psych (SA) and/or MMed (Psychiatry). Leadership and decision-making abilities as well as problem-solving and conflict management. Participate in outreach activities for the delivery, supervision, and support of mental health services in the drainage area of Harry Gwala Regional Hospital. Participate in development and ongoing provision of under / postgraduate teaching and Clinical Research participation and supervision in Psychiatry. Basic knowledge of Human Resource matters including Labour Relations. Supply Chain Management / Procurement and budget control practice and management. Information management. Managerial ability regarding communication, negotiation, planning, organization, leadership and decision making. Assessment and management of patients. Interpersonal skills. Competence in undergraduate and postgraduate training. Ability to perform research and supervise/teach Junior staff. Knowledge of current Health and Public Service legislation, regulation and policy, including Medical Ethics, Epidemiology and Statistics. Experience: **Grade 1:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA. Foreign candidates require 1 year relevant experience after

registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Grade 2:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 5 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 6 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service. **Grade 3:** Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA plus 10 years after registration with the HPCSA as a Medical Specialist. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service.

DUTIES : To efficiently execute duties and functions relating to specialist mental health care, including consultation liaison. Responsible for the administration and management of outpatient and inpatient mental health services at Harry Gwala Regional Hospital. Coordinate maintenance of standards of care and implementation of quality improvement programmes at Harry Gwala Regional Hospital and its referral clinics. Participate in development guidelines, protocols, and referral pathways for the management of mental health care users.

ENQUIRIES : Dr. N.M. Sibiya Tel No: 033-395 4362
APPLICATIONS : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X 509, Plessislaer, 3216. or hand delivered to the box main gate behind the security office.

FOR ATTENTION : Mr. T.C. Manyoni
NOTE : The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za. Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and years of experience written in full e.g. 01/01/2023. Copies of Qualifications, Registration Certificates and drivers licence must not be submitted when applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview. The Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

CLOSING DATE : 21 June 2023

POST 19/131 : **MEDICAL SPECIALIST: OPHTHALMOLOGY (GRADE 1,2,3) REF NO: GS 47/23 (X1 POST)**
 Component: Ophthalmology Department

SALARY : Grade 1: R1 214 805 per annum
 Grade 2: R1 386 069 per annum
 Grade 3: R1 605 330 per annum
 All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form annually.

CENTRE : Greys Hospital, Pietermaritzburg

<u>REQUIREMENTS</u>	: Senior Certificate (Grade 12) or equivalent. MBCHB Degree or equivalent Specialist qualification Plus Current Registration with the Health Professions Council of South Africa as a Specialist. Ophthalmology. NB! (Only shortlisted candidates will be required to submit proof of all documents). Grade 1: Experience: Not Applicable. Registration with HPCSA as a Medical Specialist. Grade 2: Experience: 5 years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant Discipline. Grade 3: Experience: 10 years experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant Discipline. Recommendations: Management and administration experience. Experience must include the training and supervision of registrars. Candidates involved with research will be at an advantage. Knowledge, Skills, Attributes and Abilities: Competency in vitreo-retinal surgery. Advanced knowledge of ophthalmology care. Ability to work as part of a team. Knowledge of relevant Health and Labour legislation. Strong interpersonal and communication skills. Ability to prioritize issues and work related matters. Engage in own research and supervise research of registrars.
<u>DUTIES</u>	: Assistance in the provision of a quality cost effective and efficient 24 hour. Ophthalmology service in keeping with Batho Pele Principles. Assist with the training and guidance of medical students, Interns, Medical Officers, Registrars, consultants, optometrists and other staff categories. Maintain accurate and appropriate health records in accordance with legal and ethical principles and ensure that junior staff complies with the above. Development of skills in the department with regards to research and instruction. After hour calls are offered at an average of 16 hours per week. NB: Successful applicants might be required to rotate and work in all state facilities in the greater Pietermaritzburg area, not just Grey's Hospital.
<u>ENQUIRIES</u>	: Dr N.T Mathe Tel No: (033) 897 3072
<u>APPLICATIONS</u>	: Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X 9001, Pietermaritzburg, 3200
<u>FOR ATTENTION</u>	: Mrs M. Chandulal
<u>NOTE</u>	: Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The employment equity target for this post is: African Male, African Female or Coloured Male.
<u>CLOSING DATE</u>	: 19 June 2023
<u>POST 19/132</u>	: <u>MEDICAL SPECIALIST: ANAESTHETICS REF NO: GJGM02/2023 (X1 POST)</u> Component: Medical Management Services
<u>SALARY</u>	: Grade 1: R1 214 805 per annum, all-inclusive package Grade 2: R1 386 069 per annum, all-inclusive package Grade 3: R1 605 330 per annum, all-inclusive package All-inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules). Other benefits: 18% Inhospital Allowance, Plus compulsory Commuted Overtime which is determined by service delivery needs of the institution
<u>CENTRE</u>	: General Justice Gizenga Mpanza Regional Hospital
<u>REQUIREMENTS</u>	: Grade 1: Matric Certificate/ Grade 12, A tertiary qualification (MBCHB or equivalent), Current registration with the Health Professional Council of South Africa as a Specialist. One (1) year relevant experience after registration as a medical Specialist with recognized Foreign Health Professional Health Council in respect of foreign qualified employees of whom it not required to perform Community Service as required in South Africa. Grade 2: Matric Certificate/ Grade 12, A tertiary qualification (MBCHB or equivalent), Current registration with the Health Professionals Council of South Africa as a Specialist, Five (5) post registration experience as a Medical Specialist in Anaesthetics, Six (6) year relevant experience after registration as a Medical Specialist 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. Grade 3: Matric Certificate/ Grade 12, A tertiary qualification (MBCHB or equivalent), A valid registration with the Health Professionals Council of South Africa as a Specialist in Trauma, Ten (10) years post registration experience as a Medical Specialist in Anaesthetics, Eleven (11) year relevant experience after registration as a Medical Specialist with a recognised Foreign Health Professional Council in respect of foreign qualified employees of whom it is not required to perform Community Service as

required in South Africa. Recommendations: Registrars that are finishing the prescribed contractual time are welcome to apply. The translation to specialist post will take place once the finalization of the HPCSA requirements toward the Specialist Degree takes place. Knowledge, Skills & Abilities: Sound Knowledge and clinical skills in the management of Anaesthetic/ICU patients. Ability to supervise and teach junior staff. Good communication, inter-personal and management skills. Sound professional and ethical values, and a concern for excellence.

DUTIES

: Assist the Head of Department with the following: To provide safe, ethical and high quality of care through the development of standards, audits, research and risk assessment in the following areas – clinical and customer care (patient perspective). Undertake training of medical students, registrars, medical officers, nursing staff and any other training indicated by the Head of the Department. Also support relevant clinical research, clinical trials and CPD activities. Participate in commuted overtime as per Departmental needs. This includes on-site duties if required. Provide expert advice and clinical support to District / regional level hospitals referring to GJG Mpanza. Provide outreach to surrounding District hospitals that refers patients to GJG Mpanza hospital. Active participation in quality improvement programs including clinical audits and continuous professional development activities in GJG Mpanza Hospital. Assist with the setting of protocols for management of patients, equipment and other relevant procedures. Ensure equipment is maintained and functional at all times. Attend administrative matters as pertains to the unit. Manage/ supervise allocated human Resources. Empower, in a respectful manner, the medical and nursing staff through evidence based best practices. Attend to meetings and workshops as directed. Comply with all legal prescript Acts, legislatives, Policies, Circular, Procedure, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per hospital organogram. Maintain clinical, professional and ethical standards. Assist the head of department with the development and implementation of guidelines, protocols and clinical audits, revising as needed to optimize patient care in the Theatres and ICU with resources available. Be part of Disciplinary team. Conduct outpatient clinics and provide expert opinion. Provide a support service for hospitals and clinics in ILembe District. Liaison with other heads of disciplines. Provide specialist services for inpatient, outpatient and after hours services.

**ENQUIRIES
APPLICATIONS**

: Dr. R Matos (HCU) Tel No: (032) 437 6000
 : Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. 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). 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. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. This is a re-advertisement those who apply previously are free to re-apply.

CLOSING DATE

: 23 June 2023

POST 19/133

: **DEPUTY NURSING MANAGER REF NO: MOS/DNM/02/2023 (X1 POST)**

SALARY

: R930 747 – R1 045 731 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 12%

CENTRE REQUIREMENTS

: Mosvold District Hospital
Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate). Degree /Diploma in General Nursing & Midwifery, A minimum of 9 years appropriate/ recognisable experience as a professional nurse after registration with SANC as a registered nurse. At least 5 years of the period referred to above must be appropriate/ recognisable experience at managerial level. Proof of current registration with SANC for 2023 (only when shortlisted). Proof of previous and current work experience (certificate/s of service, official letter of service) endorsed and stamped by HR (only when shortlisted). Recommendations: Diploma in Nursing Management. Valid driver's license. Computer literacy (MS Office programmes). Knowledge, Skills and Competencies Required: In depth knowledge and understanding of nursing care processes and procedures, nursing statutes and other health related acts, such as Nursing Act, Health Act, Skills Development Act, Labour Relations Act, Occupational Health Act, Public service Act, Patients Right. Knowledge and understanding of Legislative framework governing the Public services including Skill Development Act, Public Service Regulations, Labour Relations Act, Grievance procedures and disciplinary procedures. Good Communication, report writing, facilitation, co-ordination, decision-making, leadership, planning, organizing, negotiation, networking and interpersonal skills. Strategic planning, Responsiveness, Pro-activeness, Professionalism, Accuracy and Flexibility to work under pressure. Ability to prioritize issues and other work related matters and comply with the time frames. Good verbal and written communication skills. Sound labour/conflict management skills. Knowledge and understanding of human resource and financial practices.

DUTIES

: To plan, direct, co-ordinate and manage the delivery of nursing services. Manage and support the Nursing component in an effective and efficient manner, working with the executive management team. To effectively represent the interest of the nursing component in the Executive Management Committee. Provide strategic leadership for the nursing component including clinics to ensure that primary care services in order to improve the health outcomes. Ensure that adequate policies, systems and procedures are in place to enable judicious management of financial resources allocated to nursing component. Ensure appropriate asset management and accountability of all assets under the nursing component. Advocate and ensure promotion of nursing ethos. Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress. Monitoring and evaluation of patient care in the hospital. Initiate and participate in health promotions. Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources in the component. Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety Committees. Ensure continuous development and training of nursing personnel and implement monitoring and evaluation of performance. Ensure that data management and monitoring is included in all nursing managers. Ensure compliance of the nursing component with Ideal hospital and norms and standards. Establish and maintain effective working relationship between nursing staff and other stakeholders (multidisciplinary teams, inter-sectoral, community etc). Ensure the integration of COVID 19 management and vaccination into routine services and other health programmes. Participate and contribute in the strengthening of Clinical governance and Quality improvement in the hospital.

ENQUIRIES

: Dr B Mung'omba (Chief Executive Officer) Tel No: (035) 591 0122

APPLICATIONS : Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

FOR ATTENTION : Mr. SS. Langa

NOTE : Directions to Candidates: 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. Those that applied must fill free to re-apply. The Employment Equity Target for this post is an African Male.

CLOSING DATE : 20 June 2023

POST 19/134 : **MEDICAL OFFICER: SURGERY REF NO: MO/SUR2/2023 (X1 POST)**

SALARY : Grade 1: R906 540 - R975 738 per annum, (all-inclusive package)
Grade 2: R1 034 373 - R1 129 116 per annum, (all-inclusive package)
Grade 3: R1 197 150 - R1 491 627 per annum, (all-inclusive package)

CENTRE : Addington Hospital: KwaZulu Natal

REQUIREMENTS : MBChB Degree, Registration certificate with the Health Professions Council as a Medical Practitioner, Current registration card (2023/2024) with HPCSA, Current and previous work experience endorsed and stamped by Human Resource. Only shortlisted candidates will be required to submit proof of all documents **Grade 1:** No experience required in respect of South African citizen of whom it is required to perform community service. A minimum of one (01) year experience after registration as Medical Practitioner with recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 2:** A minimum of five (05) years relevant experience after registration with Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of six (06) years relevant experience after registration as Medical Practitioner with recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 3:** A minimum of ten (10) years relevant experience after registration with the Health Profession Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required to perform community service as required in South Africa. Recommendation: Six (6) months post community service experience in Surgery unit would be an advantage, Six (6) months post community service experience in ICU unit would be an advantage, ATLS, BSS, ACLS and PALS. Knowledge, Skills Training and Competencies Required: Sound Knowledge and clinical skills associated with the practice of general surgery. Ability to diagnose and manage emergency surgical conditions including those practical skills involved in resuscitation. Ability to conduct a surgical ward round and to diagnose and

<u>DUTIES</u>	:	manage common surgical problems in the postoperative period. Good communication and interpersonal skills. Sound moral values based on integrity, trust and judgment. Advanced surgical training will be deemed advantageous. Appropriate management and follow-up of surgical inpatients and outpatients. Appropriate peri-operative assessment of the surgical patient, management and follow-up as determined by the surgical condition and the patient's comorbidities. Appropriate selection of treatment modalities. Training of Interns and other junior personnel. The successful applicant will be required to:- Perform routine ward duties. Attend outpatient clinics.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr A Botha Tel No: (031) 327 2507
<u>FOR ATTENTION NOTE</u>	:	Mrs P Makhoba
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applications are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to the large financial constraints no S & T and settlement claims will be considered for payment to candidates that are invited for the interview.
<u>CLOSING DATE</u>	:	19 June 2023
<u>POST 19/135</u>	:	<u>MEDICAL OFFICER: SURGERY REF NO: GJGM39/2023 (X1 POST)</u> Component: Medical Management Services
<u>SALARY</u>	:	Grade 1: R906 540 per annum, all-inclusive package Grade 2: R1 034 373 per annum, all-inclusive package Grade 3: R1 197 150 per annum, all-inclusive package All-inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules). Other benefits: 18% Inhospital Allowance, Plus compulsory Commuted overtime which is determined by service delivery needs of the institution
<u>CENTRE REQUIREMENTS</u>	:	General Justice Gizenga Mpanza Regional Hospital
<u>REQUIREMENTS</u>	:	Grade 1: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professionals Council of South Africa as a Medical Practitioner. Grade 2: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professionals Council of South Africa as a Medical Practitioner. Five (5) years post registration experience as a Medical Practitioner. Grade 3: A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professionals Council of South Africa as a Medical Practitioner. Ten (10) years post registration experience as a Medical Practitioner. Knowledge, Skills and Competencies: General skills as doctor in surgery. Ability to work in multi-disciplinary team setting. Excellent communication skills and ability to teach and train staff within team. Ability to work and maintain meaningful relationships with a diverse community Resilience and ability to cope with change. Ability to make a difference.
<u>DUTIES</u>	:	Experience and ability in dealing chronic, sub-acute and acute surgical Problems. Working knowledge of medical and surgical protocols, health policies, acts and regulations. Ability to perform surgical procedures and participate in MMC programmes. Ability to resuscitate patients from birth to old age. Excellent communication skills. Ability to work and maintain meaningful relationships with a diverse community. Resilience and ability to cope with

		change. Ability to make a difference. Instil confidence in public health system and also in medical profession through exemplary behaviour.
<u>ENQUIRIES</u>	:	Dr Z.R Khan (HCU E.N.T) Tel No: (032) 4376000
<u>APPLICATIONS</u>	:	should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. 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). 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. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.
<u>CLOSING DATE</u>	:	23 June 2023
<u>POST 19/136</u>	:	<u>ASSISTANT MANAGER NURSING (THEATRE, CSSD, PHC, TRAUMA & OUTPATIENT DEPARTMENT REF NO: UNTU 14/2023 (X1 POST)</u> Component: Nursing
<u>SALARY</u>	:	R683 838 - R767 184 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance, Housing Allowance: Employee must meet prescribed requirements.
<u>CENTRE</u>	:	Untunjambili Hospital
<u>REQUIREMENTS</u>	:	Senior certificate STD 10/ (Grade 12), Basic R425 qualification i.e. Degree/Diploma in General nursing and Midwifery. That allows Registration with the SANC as a Professional Nurse. A post basic nursing qualification in Operating Theatre: Nursing Science with duration of at least One Year accredited with the SANC. One Year Post Basic qualification in Clinical Nurse Science, Health Assessment, and Treatment and Care. A minimum of Ten Years appropriate/recognizable nursing experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least six (6) years of the period referred to above must be appropriate/recognizable experience at management level. Certificates of Registration with the SANC (General Nursing and relevant post basic qualification). Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Recommendation: Qualification in Nursing Management. Driver's license. Computer literacy. Knowledge, Skills, Attributes and Abilities: Knowledge of South African Nursing Council (SANC) rural and regulations. Decision making and problem solving skills. Conflict Management and negotiating skills. 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 nursing team. Leadership organizational, decision making and problem solving skills. Report writing skills, and time management skills, good communication, interpersonal relations, counselling and conflict management skills. Ability to formulate patient care related policies. Knowledge of Public Service Policies, Acts and Regulations.

DUTIES

: Manage and co-ordinate the implementation of holistic, comprehensive, specialised nursing care in operating Theatre component in conjunction with team members, within a professional and legal framework. Ensure the maintenance of quality care standards in the Operating Theatre and Out-Patient Services. Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost. Effective manner. Maintain effective the utilization and supervision of resources. Ensure effective utilization of all infection control and prevention practices by all staff including support service and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, and protocols, operational and strategic plans aimed at improving service delivery. Facilitate and ensure implementation of department priorities and National core standards. Monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patient's records. Demonstrate a concern for patients, promoting and advocating proper treatment and care. Monitor and evaluate staff performance. Ensure effective data management. Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff patients and multidisciplinary team. Exercise control over discipline grievance on all labour related issues. Develop/establish and maintain construct working relationship with nursing and other stake holders.

**ENQUIRIES
APPLICATIONS**

: Ms. I.M.F. Buthelezi Tel No: (033) 444 1707
: should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver OR courier your application

NOTE

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

CLOSING DATE

: 23 June 2023

<u>POST 19/137</u>	:	<u>OPERATIONAL MANAGER NURSING (PHC) REF NO: WOSI/OPE/10/2023 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1 R627 474 – R703 752 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Wosiyane Clinic
	:	Senior Certificate/Grade 12 Certificate Degree /Diploma in General Nursing and Midwifery. Drivers License, Computer Certificate and Nimart Training, Basic R425 qualification (i.e. Degree, Diploma in nursing Qualification that allows registration with South African Nursing Council as a professional Nurse. A post basic nursing qualification in Primary Health Care with duration of at least one year, accredited with the South African Nursing Council in PHC. Registration Certificate with SANC as Professional Nurse. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in General Nursing and Midwifery, of which 5 years must be recognizable experience after obtaining (1) year post basic qualification in Primary Health Care. Knowledge, Skills and Competencies Required: Leadership, organisational, decision making, supervisory and problem solving. Knowledge and insight into nursing care processes and procedures, Nursing statutes and other relevant legal frame work. Ability to formulate Nursing care related policies, vision, mission and objectives of the clinic. Good communication and interpersonal skills including public relations, negotiating, coaching, conflict handling and counselling skills. Financial and budgetary knowledge and skills pertaining to the relevant resources under management. Insight into procedures and policies pertaining nursing care, computer skills and in basic programme. Basic Knowledge of public service Act, Basic Conditions of Employment, Disciplinary code and Procedure, Grievance procedure and financial policies and practices.
<u>DUTIES</u>	:	Ensure clinical Nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by Ndwedwe CHC. Promote quality of Nursing standards as directed by the professional scope of practice and standards in line with facility Operational Plan. Ensure effective performance management of staff in line with Performance Management and Development system policy of the Department. Effective management of Ideal Clinic Realization project, National Core standards initiatives prioritisation and complaints Mechanism, Ensure effective utilisation of resource allocated to the clinic in line with allocated budget including training and development of staff. Effective implementation of Disciplinary code and procedure fairly and equally. Ensure effective record management and submission of reports / stats accordingly.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs NS Langa Tel No: (032) 532 3048/50
	:	All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X528, Ndwedwe, 4342
<u>FOR ATTENTION NOTE</u>	:	HR Manager Tel No: (032) 532 3050
	:	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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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.
<u>CLOSING DATE</u>	:	23 June 2023

POST 19/138 : **OPERATIONAL MANAGER PHC (SPECIALTY) REF NO: SAHMBONWA 07/2023 (X1 POST)**

SALARY : R627 474 per annum. Other Benefits: 13th Cheque, 12% Rural Allowance, Home Owners Allowance (Employee must meet prescribed requirements), Medical Aid (optional)

CENTRE REQUIREMENTS : St Andrews Hospital: Mbonwa Clinic
: Senior Certificate. Diploma / Degree in Nursing and Midwifery. Current registration with SANC as a General Nurse, Midwife and Primary Health Care. A minimum of 09 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate / recognisable experience after obtaining the one year post basic qualification Primary Health Care. Proof of previous and current work experience endorsed by Human Resource (Only shortlisted candidates). Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counselling skills, Financial and budgetary knowledge pertaining to the relevant resources under management, Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs.

DUTIES : To plan, organize and monitor the objectives of the specialized unit in the consultation with subordinates. Provision of Quality Nursing Care through the implementation of standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development. Coordinate optimal, holistic, specialized nursing care with set standards and within a professional / legal framework. To implement and sustain kangaroo mother care practices. To implement and sustain baby friendly practices. To implement PMTCT as per National guidelines. Implementation and management of Infection Control and Prevention Protocols. Maintain accurate and complete patient records according to legal requirements. To participate in quality improvement programmes and Clinical Audits. Participate in staff, student and patient training. Monitor the implementation of EPMDS. Exercise control over discipline, grievance and labour relation issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients' Rights Principles.

ENQUIRIES APPLICATIONS : Mrs VV Ncume Tel No: (039) 433 1955, EXT 259
: should be forwarded: The Chief Executive Officer. St Andrews Hospital, Private Bag X1010, Harding, 4680 Or Hand Delivery: 14 Moodie Street, Harding 4680.

FOR ATTENTION NOTE : Human Resource Manager
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applicants are not submitting copies/ attachments/ proof/ certificates/ ID/ driver's license/ qualifications on applications, only when shortlisted. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. 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 are not submitting copies/attachments/proof/certificates/ID drivers licence/ qualifications on applications, only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

CLOSING DATE : 23 June 2023

POST 19/139 : **ASSISTANT NURSING MANAGER (NIGHT DUTY) REF NO: MOS/ANM-ND/01/2023 (X1 POST)**

SALARY : R627 474 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance, (Employee must meet the prescribed requirements). Rural allowance 12%

CENTRE REQUIREMENTS : Mosvold District Hospital
Grade 12 (Senior certificate) Standard 10. Degree /Diploma in General Nursing that allows registration with SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse. A minimum of 8 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 3 years of the period referred to above must be appropriate or recognizable experience at management level. Proof of current registration with SANC for 2023. Proof of previous and current work experience (certificate/s of service, official letter of service) endorsed and stamped by HR (only when shortlisted). Recommendations: Qualification in Nursing Management. Computer literacy (MS Office programmes). Knowledge, Skills and Competencies Required: Advanced knowledge and skills of nursing care processes and procedures, nursing status and other relevant legal framework Nursing Act, Health Act, Occupational Health and Safety Act, Labour relations Ct, Public Service Regulations patients' Rights Charter, Batho Pele principles, ect. Strong interpersonal, communication (Verbal and written) and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. Ability to prioritize issues and other work related matters and comply with the frames. High level of accuracy, initiative and innovation. Insight into the public health sector strategies and priorities in including nursing strategy, standard procedure and policies pertaining to nursing care. Basic computer skills. Knowledge of nursing care delivery approaches. Sound knowledge of Nursing Management. Conflict management, Mentorship, Supervisory and change management skills.

DUTIES : Provide effective and professional leadership during the night. Delegate, supervise & coordinate the provision of effective and efficient patient care through adequate nursing care at night. Develop/ establish & maintain constructive working relationship with nursing & other stakeholders (i.e. Inter-professional, inter-sectoral & multidisciplinary teamwork). Participate in the analysis, formulation & implementation of nursing guidelines, practices, standards & procedure. Ensure adherence to prescribed policies and procedures. Ensure effective management, utilization and supervision of all resources. Administer all nursing services and support services within the hospital during the night. Monitor and implement EPMDS. Monitor and implement Ideal Hospital. Improve quality of care through reduction of patient complains, public complains and waiting times. Ensure that accurate reliable statistics and reports are generated. Monitor and evaluate effectiveness of nursing staff development, infection control and quality control and information management practices in the hospital against set standards with view to identify gaps and address problems timeously. Investigate adverse events and develop action plans for gaps identified. Control duty roster and attendance registers. Deal with grievances and labour relation issues in terms of laid down policies and procedures.

ENQUIRIES APPLICATIONS : Mr. NA. Ndlazi (Acting Deputy Nursing Manager) Tel No: (035) 591 0122
Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

FOR ATTENTION NOTE : Mr. SS. Langa
Directions to Candidates: 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 result to your application being disqualified. Due to financial constraints S&T Claims will not be considered. The Employment Equity Target for this post is an African Male.

- CLOSING DATE** : 20 June 2023
- POST 19/140** : **OPERATIONAL MANAGER NURSING (SPEC) – MATERNITY REF NO: UMP 26/2023**
- SALARY** : R627 474 per annum
CENTRE : Umphumulo Hospital
REQUIREMENTS : Matric certificate, Diploma / Degree in nursing or equivalent., Registration with the S.A.N.C. as a Professional Nurse and midwife. Current (2023) council receipt if shortlisted. A post basic nursing qualification in Advanced Midwifery, accredited with the South African Nursing Council. A minimum of nine (9) years appropriate / recognizable experience as a Professional Nurse of which at least five (5) years must be appropriate / recognizable experience in maternity after obtaining the post basic qualification of Advanced Midwifery. Understanding of nursing legislation and related legal and ethical nursing practices. Perform clinical nursing practice in accordance with the scope of practice and nursing standards, Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies, Basic understanding of HR and Financial policies and procedures. Basic computer literacy.
- DUTIES** : Provide effective management and professional leadership. 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 nursing team. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. 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. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Maintain accurate and complete patient records. Ensure proper utilization of resources and exercise care over government property. Supervision of subordinates in execution of their duties. Implement quality improvement programmes, e.g. PMTCT, CARMMA, MBFI, ESMOE, PPIP, MOM CONNECT, HBB, etc. Ensure the provision of accurate statistical information for data management. Ensure that the unit complies with National Core Standards. Monitor and evaluate staff performance. Establish and maintain constructive working relationships with colleagues (nursing) and other stakeholders. Participate in staff, students and patient education. Manage effective utilization of resources in the unit. Participate in perinatal mortality meetings.
- ENQUIRIES** : J. M. Ndlovu Tel No: (032) 4814199
APPLICATIONS : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.
- FOR ATTENTION** : Mr S. M. Naidoo
NOTE : Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an

evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. 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 aforementioned instructions will result to your application being disqualified. 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, there will be no payment of S&T claims.

- CLOSING DATE** : 23 June 2023
- POST 19/141** : **ASSISTANT NURSE MANAGER GENERAL (ORTHOPAEDICS/SURGICAL/OPHTHAMOLOGY) REF NO: GJGM38/2023 (X1 POST)**
Component: Nursing Management Services
- SALARY** : R627 474 per annum. Other Benefits: 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : Diploma / Degree in Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwife. A minimum of 8 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing and Midwifery. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Current registration with the S.A.N.C. for 2023. Knowledge, Skills, Training and Competencies: 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.
- DUTIES** : 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, standard operating procedures. Manage human resources in terms of EPMDS. Monitor annual registration of Nurses as per SANC regulations. 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. Monitor, report and investigate any patients' safety incidents in the units. Manage and solve complaints from patients and relatives and develop control measures to reduce those complaints. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Develop risk management strategies to mitigate factors that can harm patients and staff including implementation of IPC guidelines and waste management practices. 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 SANC and 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. Ensure that all the units comply with all quality assurance issues such as clinical governance meetings, norms and standards, Ideal Hospital (IHRM), audit improvement, reporting of early warning signs and data management. Demonstrate a basic understanding of HR and financial policies and practices.

ENQUIRIES : Matron EM Shabane (Deputy Director: Nursing) Tel No: (032) 4376008
APPLICATIONS : should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. 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). 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. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

CLOSING DATE : 23 June 2023

POST 19/142 : **ASSISTANT MANAGER NURSING GENERAL (NIGHT DUTY) (EMS/20/2023) (X1 POST)**

SALARY : R627 474 per annum. Plus 13th Cheque, housing allowance (provided the incumbent meets the requirements)-Employee must meet prescribed requirements and Medical Aid- optional.

CENTRE : Emmaus Hospital
REQUIREMENTS : Senior Certificate STD 10/ Grade 12, Diploma/Degree in General Nursing and Midwifery, at least 3 years of the period referred to above must be appropriate/recognizable experience at a management level. NB: Only shortlisted candidates will be required to submit: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Before or on the day of interview. Recommendation: Driver's license. Knowledge & Skills: Knowledge of legislation and planning framework, Knowledge of hospital quality assurance initiatives, Knowledge of nursing care processes and procedures, nursing statuses, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho Pele principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and procedure, Grievance Procedure, Etc, Leadership/organizational / decision making and problem solving abilities within the limit or the public sector and institutional policy framework, Interpersonal and budgetary knowledge pertaining to the

<u>DUTIES</u>	:	relevant resources under management, Insight into procedures and policies pertaining to nursing care.
	:	Delegate, supervise and co-ordinates the provision of effective and efficient patient care through adequate nursing care, Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care, Develop/establish and maintain constructive relationship with nursing and other stake holders (i.e., interpersonal, inter-sectoral and multi-disciplinary teamwork), Participate in the analysis, formulation of nursing guidelines, norms and standards, Manage effective utilization and supervision of human of human , financial and materials resources in the department at night, Development of the night duty roster and allow for coverage of all units, Monitor the implementation of EPMDS in all units, Develop training program for night duty staff based on the disease profile of the sub-district, Monitor the implementation of DHIMS policy and Data Management Policy and provide quality data and daily verification of data, Monitor the implementation of Norms and standard/IPC/and Ideal Hospital to ensure compliance and accreditation, Provide management support , guidance and direction to personnel under her or his supervision towards the realization of strategic goals and objectives of the Nursing Department on night duty, Coordination of provision of effective training and research, Maintain professional growth/ethical standards and self-development, Participate in analysis, formulation and implementation of nursing guidelines, practices, standards and procedures.
<u>ENQUIRES APPLICATIONS</u>	:	Mrs. M.A.N. Mzizi Tel No: 036 488 1570, EXT.8203
	:	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.
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager
	:	Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV (with detailed previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No Subsistence and Travelling Allowance will be paid for interview attendance.
<u>CLOSING DATE</u>	:	19 June 2023 @ 16:00
<u>POST 19/143</u>	:	<u>OPERATIONAL MANAGER NURSING GRADE 1 (SPECIALTY) REF NO: PMMH/OMN/SPEC/PAEDS 01/2023 (X1 POST)</u>
<u>SALARY</u>	:	R627 474 – R703 752 per annum. Other Benefits: Home Owner Allowance (conditions apply), 13th Cheque, Medical Aid (Optional), In-hospital Area Allowance (8% of Basic Salary)
<u>CENTRE REQUIREMENTS</u>	:	Prince Mshiyeni Memorial Hospital
	:	Operational Manager Nursing Grade 1 (Specialty): Basic R425 qualification (i.e. Degree/Diploma) in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification in 'Operating Theatre Nursing Science' with duration of at least 1 year accredited with SANC. Certificates of registration with SANC as a Professional Nurse and other relevant post basic qualification. Only Shortlisted candidates will be required to submit proof of current registration with SANC (2023). Experience: A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least five (5) years of the period referred to above must be appropriate/ recognizable experience after obtaining the one 1 year post basic qualification in Child Nursing Science. Knowledge, Skills Training and Competencies Required: Knowledge of trauma and emergency processes & procedures. Knowledge of nursing statutes and other relevant legislative frameworks. Knowledge of Health Care Service

delivery. Knowledge of disciplinary processes. Knowledge of basic / standard management principle of approach. The ability to function well with a team. Sound communication, interpersonal, counselling and time management skills. Understanding of Human Resource needs and developments. Decision making and problem solving skills. Interpersonal skills in dealing with conflict management. Knowledge and implementation of Batho Pele principles. Supervisory and analytical thinking skills. Ability to formulate departmental service standards.

DUTIES : Provide efficient and effective management and leadership in the unit. Ensure effective, efficient management of resources including staff, budgetary planning and procurement process. Supervise and monitor clinical competencies of staff ensuring that principles of nursing care are implemented. Ensure that disciplinary measures are implemented in accordance with Labour Relations Act. Ensure implementation of OHSC requirement. Promote a harmonious conducive working environment to enhance quality patient care. Facilitate and participate in development training and mentorship of staff and students. Develop, monitor and evaluate staff performance through EPMDs. Establish and maintain constructive working relationship with Nursing and other stakeholders. Formulate ward policies, guidelines, SOP's and protocols. Develop and implement strategies for Infection Prevention and Control in the unit. Conduct clinical audits and verify statistics. Strengthen ethics and professionalism in the unit. Monitor and control the quality of patient care. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES : Ms N.P Ngaleka Tel No: (031) 907 8133
APPLICATIONS : to be forwarded to: The Human Resource Manager, Prince Mshiyeni Memorial Hospital, Private Bag X07, Moberi, 4060 or Hand deliver to A-Block 2nd Floor white application box.

FOR ATTENTION : Mr. M.F Mlambo
NOTE : Directions to Candidates: The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) only. The official Z83 form 'Application for employment' (the new amended version of the Z83 form effectively from 01/01/2021 must be used only; the old Z83 form will be rejected, if used). The amended Z83 application for employment form is obtainable at any Government Department OR downloaded from the website – www.kznhealth.gov.za or www.dpsa.gov.za-vacancies. The 'Reference Number' and 'Position' for which are applying (as stated in the advert) must be clearly indicated in the columns provided on the form Z83. No registered mail and faxed applications will be considered. All employees in the Public Service that are presently on the same salary scale, but on a notch/ package above as that of the advertised post are free to apply. 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). The successful candidate would be required to sign a performance agreement within three months of appointment. Please note that due to the high number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, consider your application as unsuccessful, please. Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. The Department reserves the right not to fill the post/s. Failure to comply with the above instructions will disqualify applicants. (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). (Persons with disabilities from all designated race groups, African Male and White Male are encouraged to apply for the post)

CLOSING DATE : 19 June 2023

POST 19/144 : **OPERATIONAL MANAGER NURSING (PHC) REF NO: GAM CHC 05/2023 (X2 POSTS)**

SALARY : R627 474 per annum. Other Benefits: 13th Cheque plus 12 % rural allowance, Housing allowance (employee must meet prescribed requirements and Medical Aid (Optional)

CENTRE : Gamalakhe CHC: Margate and Gcilima Clinics
REQUIREMENTS : Senior Certificate (Grade 12). 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 in Clinical Nurse Science, Assessment, Diagnosis, Treatment and Care. Current registration with SANC (2023 receipt). A minimum of 09 years appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing, at least 5 years of the period referred to above must be appropriate/ recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty (PHC). Knowledge, Skills and Competencies: Knowledge of SANC Rules and Regulations. Knowledge of Legislative Framework and Departmental prescripts. Leadership, organizational, Decision making, problem solving and interpersonal skills. Basic financial management skills. Knowledge of Human Resource Management. Personal attitude, responsive, professionalism, supportive, assertive and team player role. Communication and decision making skills. Leadership and supervisory skills.

DUTIES : 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 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 Human Resource and Financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of the multidisciplinary team to ensure good nursing care at unit level to ensure good nursing care by nursing team. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the facility. Display concern for patients, advocating and facilitating proper treatment and care and ensuring that the facility adheres to the principle of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the facility and give guidance. Demonstrate an understanding of Human Resource and Financial Management Policies and procedures. Monitor and evaluate the care and management of all patients through clinical audits and drawing quality improvement plans for the facility. Ability to supervise Medical and Surgical emergencies and refer appropriately. Monitor implementation and performance on indicators on daily, weekly and monthly basis; provide feedback to management, analyse data and draw up quality improvement plan and implementation plan. Ensure quality data collection, validation and verification is done as per guidelines. Exercising control of discipline and any other Labour Related issues in terms of laid down procedures. Ensure effective complaints management and work towards reducing them. Ensure functionality of the Clinic committee programme so that community involvement and participation is achieved. Monitor staff performance, appraisal by and development.

ENQUIRIES : Mrs. N.O Ndwendwe Tel No: (039) 318 1113

APPLICATIONS : all applications should be forwarded to: The CHC Manager, Gamalakhe Community Health Centre, Private Bag X709, Gamalakhe, 4249

FOR ATTENTION : Human Resource Manager

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, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date.

CLOSING DATE : 23 June 2023

POST 19/145 : **MEDICAL SPECIALIST: OPHTHALMOLOGY (GRADE 1,2,3) REF NO: GS 48/23 (X1 POST)**
Component: Ophthalmology Department

SALARY : Grade 1: R578 240 per annum
Grade 2: R611 440 per annum
Grade 3: R767 520 per annum
(Sessional post – 20 hours per week)

CENTRE : Grey's Hospital- Pietermaritzburg

<u>REQUIREMENTS</u>	:	Senior Certificate (Grade 12) or equivalent. MBCHB Degree or equivalent Specialist qualification. Current Registration with the Health Professions Council of South Africa as a Specialist Ophthalmology. (Only shortlisted candidates will be required to submit proof of all documents). Grade 1: Experience: Not applicable; Registration with the HPCSA as a Medical Specialist. Grade 2: Experience: 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. Grade 3: Experience: 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant discipline. Recommendations: Management and administration experience. Experience must include the training and supervision of registrars. Candidates involved with research will be at an advantage. Competency in either vitreoretinal or paediatric ophthalmic surgery. Knowledge, Skills and Experience: Advanced knowledge of ophthalmology care. Ability to work as part of a team. Knowledge of relevant Health and Labour legislation. Strong interpersonal and communication skills. Ability to prioritize issues and work related matters. Engage in own research and supervise research of registrars.
<u>DUTIES</u>	:	Assistance in the provision of a quality cost effective and efficient 24 hour Ophthalmology service in keeping with Batho Pele Principles. Assist with the training and guidance of medical students, Interns, Medical Officers, Registrars, consultants, optometrists and other staff categories. Maintain accurate and appropriate health records in accordance with legal and ethical principles and ensure that junior staff complies with the above. Development of skills in the department with regards to research and instruction. After hour calls are offered at an average of 16 hours per week. NB: Successful applicants might be required to rotate and work in all state facilities in the greater Durban area, not just Inkosi Albert Luthuli Central Hospital.
<u>ENQUIRIES</u>	:	Dr N.T Mathe Tel No: (033) 897 3072
<u>APPLICATIONS</u>	:	Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X 9001, Pietermaritzburg, 3200
<u>FOR ATTENTION</u>	:	Mrs M. Chandulal
<u>NOTE</u>	:	Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The employment equity target for this post is: African Male, African Female or Coloured Male
<u>CLOSING DATE</u>	:	19 June 2023
<u>POST 19/146</u>	:	<u>CLINICAL PROGRAMME CO-ORDINATOR GRADE 1 (QUALITY ASSURANCE MANAGER) REF NO: SAH 24/2023 (X1 POST)</u>
<u>SALARY</u>	:	R497 193 per annum. Other Benefits: 13th Cheque, Home Owners Allowance (Employee must meet prescribed requirements), Medical Aid (optional)
<u>CENTRE</u>	:	St Andrews Hospital
<u>REQUIREMENTS</u>	:	Degree / National diploma in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwifery. A minimum of 07 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with SANC as a general nurse. Proof of current and previous experience endorsed by Human Resource (only shortlisted candidates will submit proof). Recommendations: A valid code 08 drivers licence. Knowledge, Skills, Training and Competences Required: Working knowledge of health policies and current public service and health related legislation. High level of interpersonal relationship skills. Presentation and facilitation skills, assertiveness and diplomacy. High level initiative and innovation. Ability to liaise with management. Good communication skills (written and verbal) and problem solving skills. Computer literacy in word processing and spreadsheets packages. Practical experience in Quality Assurance and Accreditation.
<u>DUTIES</u>	:	Develop and promote quality assurance culture within the institution /clinics. Plan, ensure implementation of and evaluate, maintain control and co-ordinate activities of the quality assurance department in the institution /clinics. Facilitate formation of quality assurance committee and ensure effective functioning of these committee and that all staff participation in quality assurance programs. Ensure that quality improvement programs are initiated are implemented in order to address shortcomings and non-compliance issues. Maintain accurate reports and records of quality assessments and ensure timeout interventions on non-compliance. Compile and submit monthly reports to the Hospital Manager. Provide on- going feedback to senior management, heads of

departments, PHC management teams. Assist with motivation of institutional personnel through positive reinforcement. Liaise with COHSASA and District Quality Assurance Department and validate results for District Quality Assurance Assessment/ COHSASA. Conduct waiting service times and PEC Surveys. Ensure review of existing policies, standards and clinical guidelines, facilitate formulation of SOP'S

- ENQUIRIES** : Ms TM Mbuwako Tel No: (039) 433 1955 EXT 203
- APPLICATIONS** : should be forwarded: To The Hospital Manager. St Andrews Hospital, Private Bag X1010, Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding, 4680.
- FOR ATTENTION** : Human Resource Manager
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applicants are not submitting copies/ attachments/ proof/ certificates/ ID/ driver's license/ qualifications on applications, only when shortlisted. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. 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 are not submitting copies/attachments/proof/certificates/ID drivers licence/ qualifications on applications, only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.
- CLOSING DATE** : 23 June 2023
- POST 19/147** : **OPERATIONAL MANAGER GENERAL-STREAM (H-WARD) REF NO: UNTU 15/2023 (X1 POST)**
Component: Nursing
- SALARY** : R497 193 - R536 220 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance, Housing Allowance: Employee Must Meet Prescribed Requirements.
- CENTRE** : Untunjambili Hospital
- REQUIREMENTS** : Senior Certificate/Grade 12, Degree/ Diploma in general nursing and Midwifery. Current registration with SANC. (2023 Receipt). At least minimum of 7 years appropriate/recognizable experience as a Professional Nurse after registration. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Knowledge in nursing care process and procedures, nursing statutes and other relevant legal frameworks. I.e. Nursing Act, Health Act Occupational Health & safety Act, Patients, Rights Charter & Batho Pele Principles. Leadership, Organization, decision making and problem solving abilities within limit of the public sector & institutional framework. Interpersonal skills including public relations, negotiating conflict handling and counselling skills Act, Public Service Act Regulation & Labour Relations, Act. Good communication, report writing, facilitation, co-ordination & leadership skills as well as computer skills. People management and financial management skills.
- DUTIES** : Supervise & ensure the provision of an effective and efficient patient care through adequate nursing care. Co-ordinate & monitor the implementation of Nursing Care Plan Evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care & rehabilitation of patient's. Maintain constructive working relationships with nursing and stakeholders i.e. inter-professional, inter- sectorial and multi-disciplinary team work. Analysis, formulation and implementation of nursing guidelines, practices, standards, policies & procedures. Manage & monitor proper utilization of human, financial, physical and material resources. Co-ordination of the provision of effective training and research. Provision of effective support to Nursing Services by assisting with relief duties of Supervisor and partake in

overall unit function i.e. Team Building. Ensure that infection control and prevention policies are implemented in the unit. Develop, monitor and evaluate staff in terms of EPMDS. Exercise control over discipline, grievance and all labour relations issues. Perform both clinical and administrative duties as required. Attend to meetings and workshops as directed. Serve as a paymaster for unit pay point. Adhere to correct channels of communication as per the hospital organogram. Perform other duties assigned by the supervisor and hospital management. Ensure implementation of NCS, Make Look like a Hospital, Ideal Hospital and other departmental initiatives including provincial priorities.

**ENQUIRIES
APPLICATIONS**

: Ms. I.M.F. Buthelezi Tel No: (033) 444 1707
 : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or courier your application

NOTE

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

CLOSING DATE

: 23 June 2023

POST 16/148

: **OPERATIONAL MANAGER GENERAL-STREAM (NIGHT-DUTY) REF NO:
UNTU 16/2023 (X1 POST)**
 Component: Nursing

SALARY

: R497 193 - R536 220 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance, Housing Allowance: Employee Must Meet Prescribed Requirements.

**CENTRE
REQUIREMENTS**

: Untunjambili Hospital
 : Senior Certificate/Grade 12, Degree/ Diploma in general nursing and Midwifery. Current registration with SANC. (2023 Receipt). At least minimum of 7 years appropriate/recognizable experience as a Professional Nurse after registration. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Leadership, Management, planning, policies and procedures governing health care service delivery especially the forensic unit. Knowledge of code of conduct, Labour Relations and related policies. Knowledge of nursing care processes and procedure. Knowledge of nursing statutes and relevant legal framework. Knowledge of Human Resource Policies. Operational

Management co-ordination networking liaison skills. Good communication, interpersonal relations, problem solving and conflict management skills. Planning management skills. Planning and organising report writing skills. People management and financial management skills.

DUTIES : Ensure adequate Coverage and Supervision of staff in all units to allow provision of adequate patient care in an efficient and effective manner. Facilitate and strengthen implementation of health service delivery policies, procedures, clinical guidelines, protocols, plans and strategies aimed at achieving services excellence. Promote implementation of Batho Pele principles, patient's rights charter and acceptance professional/clinical-ethical standards within the applicable legal framework. Participate and implementation of norms and standards, National Health Priorities and quality improvement initiatives including national priority program Plans. Ensure a safe environment for both patients and staff at night. Identify staff and students training needs, ensure that effective development takes place and monitor performance thereof. Demonstrate effective communication with staff, patients Colleagues, clinicians and other stakeholders including report writing and presentation. Ensure effective and efficient management and utilization of resources including staff, material, financial etc. Exercise control of discipline, grievance and labour relations in terms of laid down policies and procedures. Ensure all night Services are coordinated.

ENQUIRIES : Ms. I.M.F. Buthelezi Tel No: (033) 444 1707

APPLICATIONS : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or courier your application

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

CLOSING DATE : 23 June 2023

POST 19/149 : **OPERATIONAL MANAGER GENERAL-(OPD) REF NO: UNTU 17/2023 (X1 POST)**
Component: Nursing

SALARY : R497 193 - R536 220 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance, Housing Allowance: Employee Must Meet Prescribed Requirements.

CENTRE : Untunjambili Hospital

REQUIREMENTS

: Senior certificate / (Grade 12), Degree/Diploma in General Nurse Science/Midwifery & Psychiatry. Certificate of registration with South Africa Nursing Council as a professional nurse. A minimum of 7 years appropriate/recognizable experience in nursing after registration and Professional Nurse with the SANC in General Nursing. Current registration with SANC (2023 Receipt). Applicants are not submitting. Copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Recommendation: Driver's license. Computer literacy. Knowledge, Skills, Attributes and Abilities: Demonstrate an In depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other member of the multidisciplinary team including the writing of report when required. Good Human relation displaying concern for patients, promotion and advocating proper treatment and care including willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Demonstrate basic understanding of HR and Financial policies and practices. Experience in working in casualty and resuscitation unit and outpatient. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organize own work, time and that of support personnel to ensure proper nursing care in the unit. Disaster management skills.

DUTIES

: Work as part of multi-disciplinary team to correlate nursing theory and practice that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by Untunjambili Hospital. Ensure compliance to professional and ethical practice. Work effectively and amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Co-ordinate all human resource development activities for nursing and inter-sector collaboration programs in the community for the institution. Ensure integration in the management of Non communicable disease. Ensure fast queues are implemented for all qualifying groups. Compile unity statistics monthly. Maintain client satisfaction through monitoring and setting of service standards.

**ENQUIRIES
APPLICATIONS**

: Ms. I.M.F. Buthelezi Tel No: 033-444 1707
: should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or courier your application

NOTE

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

race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 23 June 2023
- POST 19/150** : **OPERATIONAL MANAGER – NURSING (GENERAL) – MALE WARD REF NO: UMP 27/2023**
- SALARY CENTRE REQUIREMENTS** : R497 193 per annum
Umphumulo Hospital
Matric certificate. Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. Current (2023) council receipt, if shortlisted. A minimum of seven (7) years appropriate / recognizable experience as a Professional Nurse. Understanding of nursing legislation and related legal and ethical nursing practices. Understanding of nursing legislation and related legal and ethical nursing practices. Good communication and interpersonal skills. Understanding of Mental Health Act. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies. Basic understanding of HR and Financial policies and procedures. Basic computer literacy.
- DUTIES** : Provide effective management and professional leadership. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Manage and control the Male wards. Oversee the 72 hour observation ward for mentally challenged patients. Monitor and evaluate programmes initiated for the ward. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by nursing team. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. 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. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Maintain accurate and complete patient records. Ensure proper and optimal utilization of resources and exercise care over government property. Exercise control of discipline, grievance and any labour relations issues in terms of laid down policies and procedures. Comply with EPMDS evaluation of staff, formulate training programmes and participate in training and development of staff. Supervision of subordinates in execution of their duties.
- ENQUIRIES APPLICATIONS** : Ms. J. M. Ndlovu Tel No: (032) 4814199
Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.
- FOR ATTENTION NOTE** : Mr S. M. Naidoo
Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. 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 aforementioned instructions will result to your application being disqualified. 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, there will be no payment of S&T claims.
- CLOSING DATE** : 23 June 2023

POST 19/151 : **OPERATIONAL MANAGER NURSING (GENERAL) REF NO: MBO 30/2023 (X1 POST)**
Component: Male (Medical and Surgical)

SALARY : R497 193 – R559 686 per annum. Other Benefits: 13th Cheque, 8% Rural Allowance, Home Owners Allowance (employee must meet prescribed Requirements), medical aid (optional)

CENTRE REQUIREMENTS : Mbongolwane District Hospital
: Matric/Senior certificate or equivalent. Basic R425 Degree /Diploma in General Nursing and Midwifery. Minimum of 7 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Only shortlisted candidates will be required to submit proof of current registration with SANC (2023 Receipt). Only shortlisted candidates will be required to submit proof of current and previous work experience endorsed by HR (Certificate of service). Knowledge, Skills and Competencies: Knowledge of public service policies, Acts and Regulations. Knowledge of SANC Rules and Regulations. Knowledge of nursing care processes and procedures nursing statutes and other relevant legal frameworks. Promote quality of nursing directed by professional scope of practice and standards as determined by the institution. Sound knowledge of scope of practice. Good communication, leadership, interpersonal and problems solving skills. Knowledge of code of conduct and Labour Relations. Ability to function well within a team. Conflict management and negotiation skills. Decision making and problems solving skills. Skills in organizing planning and supervising. Knowledge of Batho Pele Principles and patient right charter.

DUTIES : Supervise and ensure provision of an effective and efficient patient care through adequate nursing care by the unit. Ensure compliance to quality assurance, infection prevention and control, the implementation of ideal Hospital, Norms and standards by the unit. Ensure compliance to priorities of the MEC for health by the unit as detailed in a make me look like a Hospital project. Manage information system by ensuring that correct, accurate data is collected and submitted by the unit to prevent information errors thus improving data quality. Monitor and evaluate quality of nursing services in the unit. Manage and control staff absenteeism maintain staff discipline. Ensure effective management of staff and patients to eliminate grievances and complaints from patients. Ensure implementation of employee performance management system (EPMDS) to monitor staff performance. Participate in the analysis, formulation and implementation of nursing guidelines, practices standard and procedures. Manage and monitor proper utilization of human, Financial and physical resources.

ENQUIRIES APPLICATIONS : Mr. NM Mhlongo Tel No: (035) 476 6242, ext. 1011
: should be forwarded to: The Chief Executive Officer, Private Bag X126, Kwa-Pett, 3820 or Hand Deliver to: Mbongolwane District Hospital

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

CLOSING DATE : 19 June 2023

POST 19/152 : **CLINICAL NURSE PRACTITIONER REF NO: MOS/CNP-NKU/01/2023 (X1 POST)**

SALARY : Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 12%

CENTRE REQUIREMENTS : Nkungwini Clinic
: Grade 1: Senior Certificate {Grade 12}. Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2022 APC receipt)/license to practice (only when shortlisted). Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).

DUTIES : Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counseling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.

ENQUIRIES APPLICATIONS : Mr NA. Ndlazi (Acting Deputy Nursing Manager) Tel No: 035 591 0122
: Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

FOR ATTENTION NOTE : Mr. SS. Langa
: Directions to Candidates: 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. The Employment Equity Target for this post is an African Male.

CLOSING DATE : 20 June 2023

POST 19/153 : **CLINICAL NURSE PRACTITIONER REF NO: MOS/CNP-MOB/01/2023 (X1 POST)**

SALARY : Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 12%

CENTRE REQUIREMENTS : Mosvold District Hospital {Mobile Clinic}
: Grade 1: Senior Certificate {Grade 12}. Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Drivers Licence. Proof of current registration with SANC (2022 APC receipt)/license to practice (only when shortlisted). Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).

DUTIES : Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.

ENQUIRIES APPLICATIONS : Mr NA. Ndlazi (Acting Deputy Nursing Manager) Tel No: (035) 591 0122
: Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

FOR ATTENTION NOTE : Mr. SS. Langa
: Directions to Candidates: 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. The Employment Equity Target for this post is an African Male

CLOSING DATE : 20 June 2023

POST 19/154 : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: THAF/CNP/07/2023 (X1 POST)**

SALARY : Grade 1: R431 265 - R497 193 per annum. Plus 8% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet prescribed requirements)

CENTRE REQUIREMENTS : Thafamasi Clinic
: Senior Certificate/Grade 12 Certificate. Degree /Diploma in General Nursing Science and Midwifery plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Registration with SANC for 2023 as a General Nurse and Primary Health Care. A minimum of 4 years appropriate/ recognizable experience in Nursing. Knowledge, Skills and Competencies Required: Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principle and Patients' Rights Charter, Labour Relations Act, Grievance Procedure etc. Leadership, organizational, decision making problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning. Good communication and interpersonal skills. Decision making skills and problem solving. Team building and supervisory skill. Good interpersonal skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

DUTIES : Provide quality comprehensive Primary Health Care providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in Orientation, Induction and Monitoring of all nurse staff. Provide direct and indirect supervision off all nursing staff and to give guidance. To provide nursing care that lead to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standard, quality and clinical audits. Improved the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Supervision of patients' reports and intervention, keeping a good valid record on all clients' intervention. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of sources. Ability to plan and organize own work and that support personnel to ensure proper nursing care in the clinic. Motivate junior staff development in order to increase level of expertise and assist patients to develop a sense of self-care. Strengthen data systems and treatment s by assisting and capturing on Tier.net. Assist with capturing patients registration (HPRS) systems. Support the realization and maintenance of Ideals Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.

ENQUIRIES APPLICATIONS : Mrs NS Langa Tel No: (032) 532 3048/50
: All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X528, Ndwedwe, 4342

FOR ATTENTION NOTE : HR Manager Tel No: 032 532 3050
: 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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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** : 23 June 2023
- POST 19/155** : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: MOLO/CNP/11/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 - R497 193 per annum. Plus 8% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Molokohlo Clinic
Senior Certificate/Grade 12 Certificate. Degree /Diploma in General Nursing Science and Midwifery plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Registration with SANC for 2023 as a General Nurse and Primary Health Care. A minimum of 4 years appropriate/ recognizable experience in Nursing. Knowledge, Skills and Competencies Required: Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principle and Patients' Rights Charter, Labour Relations Act, Grievance Procedure etc. Leadership, organizational, decision making problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning. Good communication and interpersonal skills. Decision making skills and problem solving. Team building and supervisory skill. Good interpersonal skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.
- DUTIES** : Provide quality comprehensive Primary Health Care providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in Orientation, Induction and Monitoring of all nurse staff. Provide direct and indirect supervision off all nursing staff and to give guidance. To provide nursing care that lead to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standard, quality and clinical audits. Improved the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Supervision of patients' report s and intervention, keeping a good valid record on all clients' intervention. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of sources. Ability to plan and organize own work and that support personnel to ensure proper nursing care in the clinic. Motivate junior staff development in order to increase level of expertise and assist patients to develop a sense of self-care. Strengthen data systems and treatment s by assisting and capturing on Tier.net. Assist with capturing patients registration (HPRS) systems. Support the realization and maintenance of Ideals Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.
- ENQUIRIES APPLICATIONS** : Mrs NS Langa Tel No: (032) 532 3048/50
All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X 528, Ndwedwe, 4342
- FOR ATTENTION NOTE** : HR Manager Tel No: (032) 532 3050
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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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** : 23 June 2023
- POST 19/156** : **PN-D LECTURER GRADE 1/2: HARRY GWALA NURSING CAMPUS REF NO: HGNC 35/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R476 334 per annum
Grade 2: R528 696 – R683 838 per annum
Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, Medical Aid: Optional, Housing Allowance (Employee must meet Prescribed Requirements)
- CENTRE REQUIREMENTS** : Harry Gwala Regional Hospital: Harry Gwala Nursing Campus
: Senior Certificate/Grade 12 Plus a Diploma /Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post Basic qualification in Nursing Education and Nursing Administration registered with the South African Nursing Council (SANC) PLUS. At least 4years of the period referred to above must be appropriate/ recognizable experience in Nursing Education after obtaining the 1 year post-basic qualification in Nursing Education. An unendorsed valid RSA Drivers Licence (Code EB) OR A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nursing with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2 PND 2). An unendorsed valid driver's license (Code 08/EB). Possess knowledge of relevant legislation prescripts and policy framework regarding the area of operation/Discipline. Have in-depth knowledge of procedures and processes related to Nursing Science. Possess sound knowledge of nursing education approaches and current changes in Nursing Education. Have research and analytic thinking. Have problem solving skills. Have effective interpersonal skills. Curriculum planning and development. Good research and analytical skills. Recommendations: Post Graduate Diploma in Ophthalmology/Primary Care, Master's degree, Computer Literacy.
- DUTIES** : Co-ordinate provision of education and training of Student Nurses in R171, R425 and R635. Manage clinical learning exposure to students between college and clinical area. Oversee supervision of Students. Collaborate with other stake holders and build a sound relationship within the Department. Supervise staff with the Psychiatric Department. Develop and ensure implementation of quality improvement programs. Implement employee management and development systems. Maintain all clinical records and reports of students. Develop and review of nursing curricula for all categories of training. Implement the new nursing programmes in line with the SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the College
- ENQUIRIES APPLICATIONS** : Mrs. R.T. Zondi Tel No: (033) 395 4427
: All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X 509, Plessislaer, 3216. or hand delivered to the box main gate behind the security office.
- FOR ATTENTION NOTE** : Mr. T.C. Manyoni
: The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za. Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and years of experience written in full e.g. 01/01/2023. Copies of Qualifications, Registration Certificates and drivers licence must not be submitted when applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview. The Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance,

credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

<u>CLOSING DATE</u>	:	21 June 2023
<u>POST 19/157</u>	:	<u>CLINICAL NURSE PRACTITIONER {(BERGVILLE CLINIC REF NO: EMS/21/2023) (DUKUZA CLINIC-REF NO: EMS/22/2023)}</u>
<u>SALARY</u>	:	Grade 1: R431 264 per annum Grade 2: R528 720 per annum Plus 13th Cheque, Plus Rural allowance (8%). Plus Housing Allowance (employee must meet prescribed requirements), Plus Medical Aid (Optional)
<u>CENTRE REQUIREMENTS</u>	:	Emmaus Hospital Grade 1: Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with the SANC as Professional Nurse. 1 Year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Registration with the SANC as a Professional Nurse. Current SANC receipt. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: Senior Certificate / Grade 12. Diploma / Degree in General nursing that allow registration with SANC as Professional Nurse. A 1 year post basic qualification in Primary Health Care Nursing. A minimum of 14 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General nursing. Current SANC receipt. At least 10 years of the period referred above must be appropriate/recognizable experience in Primary Health Care. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Knowledge & Skills: Sound knowledge of all legislation and regulation applicable to the health services and nursing status. Sound knowledge of disciplinary processes and grievance procedures. Leadership, organizational, decision making, counselling and conflict management skills. Human Resources and financial management skills. Report writing and time management skills. Knowledge of nursing care processes and procedures.
<u>DUTIES</u>	:	Provision of comprehensive primary health care services. Implementation of programs to ensure proper nursing care. Demonstrate effective communication with patient's supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organize own work and that of support personnel to ensure quality nursing care. Diagnose treat and dispense medication. Work as the part of multidisciplinary team to ensure good nursing care at PHC setting in all health programs. Display concern for patients, promoting and advocating proper treatments and care including awareness and willingness to respond to patient needs, requirements expectations. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop senses of care. To ensure that the Batho Pele principles are implemented. Ensure increased accessibility of health services to all community members including staff. Identify all hot spots areas and ensure that health services are reported. Conduct outreach services and door to door campaigns to improve access of health services to hard to reach areas. Provide COVID-19 management according to protocols and policies. Provide COVID-19 screening, testing and vaccination to clients. Ensure that complaints are decrease by at least 10% each year. Support the facility toward NHI Accreditation (ensuring that the facility is complaint to ICRM

		and OHSC). Attend training/ in-services/workshop and give feedback to ensure that information is disseminated to the facility and that what was learnt is implemented. Support OSS structures.
<u>ENQUIRES APPLICATIONS</u>	:	Ms D.Z Hlongwane Tel No: (036) 488 1570, EXT: 8312
	:	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.
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager
	:	Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV (with detailed previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: NO Subsistence and Travelling, resettlement allowance will be paid for interview attendance.
		19 June 2023 @ 16:00
<u>CLOSING DATE</u>		
<u>POST 19/158</u>	:	<u>CLINICAL NURSE PRACTITIONER (PHC) REF NO: NDW/CNP/13/2023 (X1 POST)</u>
<u>SALARY</u>	:	Grade1: R431 265 - R497 193 per annum. Plus 8% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (employee must meet prescribed requirements
<u>CENTRE REQUIREMENTS</u>	:	Ndwedwe CHC: Mobile
	:	Grade 1: Senior Certificate/Grade 12 Certificate. Degree /Diploma in General Nursing Science and Midwifery plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Registration with SANC for 2023 as a General Nurse and Primary Health Care. A minimum of 4 years appropriate/ recognizable experience in Nursing. Knowledge, Skills and Competencies Required: Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principle and Patients' Rights Charter, Labour Relations Act, Grievance Procedure etc. Leadership, organizational, decision making problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning. Good communication and interpersonal skills. Decision making skills and problem solving. Team building and supervisory skill. Good interpersonal skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.
<u>DUTIES</u>	:	Provide quality comprehensive Primary Health Care providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in Orientation, Induction and Monitoring of all nurse staff. Provide direct and indirect supervision off all nursing staff and to give guidance. To provide nursing care that lead to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standard, quality and clinical audits. Improved the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Supervision of patients' reports and intervention, keeping a good valid record on all clients' intervention. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of sources. Ability to plan and organize own work and that support personnel to ensure proper nursing care in the clinic. Motivate junior staff development in order to increase level of expertise and assist patients to develop a sense of self-care. Strengthen data systems and treatments by assisting and capturing on Tier.net. Assist with capturing patients registration (HPRS) systems. Support

		the realization and maintenance of Ideals Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.
<u>ENQUIRIES</u>	:	Mrs NS Langa Tel No: (032) 532 3048/50
<u>APPLICATIONS</u>	:	All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X 528, Ndwedwe, 4342
<u>FOR ATTENTION</u>	:	HR Manager Tel No: (032) 532 3050
<u>NOTE</u>	:	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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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). "NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.
<u>CLOSING DATE</u>	:	23 June 2023
<u>POST 19/159</u>	:	<u>PROFESSIONAL NURSE (WITH SPECIALTY) REF NO: NDW/PN/12/2023</u>
<u>SALARY</u>	:	R431 265 - R497 193 per annum. Plus 8% Rural Allowance. Other Benefits: Home owner allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional) Inhospitalable Area Allowance (8% of Basic salary), Housing Allowance (employee must meet prescribed requirements
<u>CENTRE</u>	:	Ndwedwe CHC
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12 Certificate. Degree /Diploma in General Nursing Science and Midwifery plus 1 year post basic Neonatal Sciences (advance Midwifery). Registration with SANC as a General Nurse, Midwife and Neonatal Sciences. A minimum of 4 years appropriate/ recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Current registration with SANC as a professional Nurse & Neonatal Sciences. Recommendation: NIMART Training. Knowledge, Skills and Competencies Required: Knowledge of SANC rules and regulations. Knowledge of Nursing procedures, relevant Acts and policies. Knowledge of Batho Pele principles and Patients Right Charter. Knowledge of Code of Conduct and labour relations. Good communication and interpersonal skills. Decision making and problem solving. Good communication and interpersonal skill. Decision making and problem solving. Basic Financial management.
<u>DUTIES</u>	:	Implement activities that are aimed at the reduction of infant, under five and maternal mortality. Implement activities aimed at the improvement woman's health. Ensure that high quality nursing care is rendered to all clients accessing maternal services in the facility taking into consideration that CARMA objectives; ESMOE; KING; Helping Babies to breath and ensure IMCI programmes are properly implemented. Implement BANC and other Antenatal care programmes to enhance antenatal care to all pregnant women accessing care to facility. Manage the utilization and supervision of the resources. Ensure that there is proper management and integration of HAST programmes within the maternity unit of the facility. Coordinate the provision of effective training and research, focusing on the programmes within the maternity. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standard, quality and clinical audits. Instil discipline, professionalism and work ethics among employees. Ensure compliance to quality, infection prevention and control (IPC) programmes e.g. IDEAL Clinic realization and maintenance (ICRM) and Norms and Standard (N&S). Maintain a constructive working with the multi-disciplinary

		team members. Provide effective support to Nursing service e.g. assist with relief duties to nursing management.
<u>ENQUIRIES</u>	:	Mrs NS Langa Tel No: (032) 532 3048/50
<u>APPLICATIONS</u>	:	All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X 528, Ndwedwe, 4342
<u>FOR ATTENTION</u>	:	HR Manager Tel No: (032) 532 3050
<u>NOTE</u>	:	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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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.
<u>CLOSING DATE</u>	:	23 June 2023
<u>POST 19/160</u>	:	<u>PROFESSIONAL NURSE (SPECIALTY) GRADE1 OR 2 REF NO: SAP 14/2023 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R431 265 - R497 193 per annum Grade 2: R528 696 - R645 720 per annum Other Benefits: Rural Allowance, 13th Cheque, medical Aid (must meet prescribed requirements)
<u>CENTRE</u>	:	St Apollinaris Hospital (Paediatric Ward)
<u>REQUIREMENTS</u>	:	Senior Certificate (Grade 12) or equivalent qualification PLUS; Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Diploma or Degree in General Nursing and Midwifery. A Post Basic Nursing qualification in Child Nursing Science with duration of at least one year accredited with SANC. Proof of Current registration with SANC as General Nurse, Midwifery and Child Nursing Science (2023) (only shortlisted candidates will be requested to supply certified copies and proof of registration). Proof of current and previous experience endorsed by Human Resource Department (only shortlisted candidates will be requested to supply proof). Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration. Experience: Grade 1: A minimum of four (4) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse with one year Post basic qualification in Child Nursing Science. Grade 2: A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience in Paediatric Ward after obtaining the 1 year post basic qualification in Child Nursing Science. Knowledge, Skills and Competencies Required: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.
<u>DUTIES</u>	:	Provide of holistic, specialized nursing care with set standard and within legal framework. Implement standard, practices, criteria and indicators for quality nursing (quality of practices). Practice nursing and health care in accordance

with laws and regulations relevant to nursing and health care. Maintain in a constructive working relationship with nursing and other stake holder. Utilize human, material and physical resources efficiency and effectively. Delegate duties and support staff in executing of patient care delivery. To do re-adjustment as required on shift to provide adequate nursing coverage. Assist in orientation and mentoring of all nursing staff and orientation of other staff. To assist in the planning and co-ordinating of training and promote leaning opportunity for all nursing categories. To maintain code of conduct for the public services and the professional body. To complete patient related data and partake in research. To do re-adjustment as required on shift to provide adequate nursing coverage. Assess suitability of equipment and consumable for specialized areas. Assist in relief duties of the supervisor. Act as junior shift leader on both day and night shift.

ENQUIRIES : should be directed to Ms NG Myeza Tel No: (039) 833 9001
APPLICATIONS : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.

FOR ATTENTION : Human Resources Section
NOTE : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a 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 application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
CLOSING DATE : 23 June 2023

POST 19/161 : **CLINICAL NURSE PRACTITIONER REF NO: UNTU 18/2023**

SALARY : Grade 1: R431 265 per annum
 Grade 2: R528 696 per annum
 Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional) and 8% Rural Allowance

CENTRE : Untunjambili Hospital (Umphise Clinic)
REQUIREMENTS : Senior Certificate. Degree/Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse Computer Literacy: MS Software. **Grade 1:** Grade 12 or Senior Certificate. A minimum of 4 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. One year Post Basic Qualification in Primary Health Care. **Grade 2:** A Minimum of 14 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing of which at least 10 years must be appropriate/ Recognizable experience after obtaining the one year post basic qualification in primary Health Care. One Year Post Basic Qualification in Primary Health Care. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities:

DUTIES

Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing Principles. Good interpersonal relationship skills and good listening skills Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies.

: Conduct clinical training for staff member to rectify deviation from minimum standards as well as introducing the latest developments in health care service delivery. Conduct training of Home Based Care: DOTS and other community representatives and volunteers with the district. Develop & ensure implementation of nursing care plans. Assist Operational Managers to train community members at outreach rallies to further the health practices to the community at large. Adapt and modify training material to keep it current and maintain interest in the health care message being delivered thereby ensuring buy the audience. Assist with monitoring and evaluation activities and conduct research in conjunction with specialists to maintain training standards and remain current with international practices. Participate in clinical records audits. Utilize human, material and pharmaceutical resources effectively & efficiently. Monitor client satisfaction by communicating with patients and relatives. Assist with the overall management & necessary support for the effective function of the unit. Provide safe & therapeutic environment as laid down by the Nursing Act, Occupational Health & Safety Act & all other applicable prescripts Motivating staff regarding development in order to increase level of expertise and assist patients & families to develop a sense of self care. Provide administrative services such as providing accurate statistics for evaluation & future planning, identifying needs for financial planning & direct control of expenditure as an integral part of planning & organization. Demonstrate effective communication with patients, supervisors & other clinicians. Display a concern for patients, need & expectations according to Batho Pele Principles. Deputize the Operational Manager.

**ENQUIRIES
APPLICATIONS**

: Mrs NP Ngubane Tel No: (033) 444 1707
: should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application

NOTE

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

CLOSING DATE

: 23 June 2023

<u>POST 19/162</u>	:	<u>CLINICAL NURSE PRACTITIONER REF NO: UNTU 19/2023</u>
<u>SALARY</u>	:	Grade 1: R431 265 per annum Grade 2: R528 696 per annum Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional) and 8% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Untunjambili Hospital (Amandlalathi Clinic) Senior Certificate. Degree/Diploma in General Nursing, Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse Computer Literacy: MS Software. Grade 1: Grade 12 or Senior Certificate. A minimum of 4 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. One year Post Basic Qualification in Primary Health Care. Grade 2: A Minimum of 14 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing of which at least 10 years must be appropriate/ Recognizable experience after obtaining the one year post basic qualification in primary Health Care. One Year Post Basic Qualification in Primary Health Care. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing Principles. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies.
<u>DUTIES</u>	:	Conduct clinical training for staff member to rectify deviation from minimum standards as well as introducing the latest developments in health care service delivery. Conduct training of Home Based Care: DOTS and other community representatives and volunteers with the district. Develop & ensure implementation of nursing care plans. Assist Operational Managers to train community members at outreach rallies to further the health practices to the community at large. Adapt and modify training material to keep it current and maintain interest in the health care message being delivered thereby ensuring buy the audience. Assist with monitoring and evaluation activities and conduct research in conjunction with specialists to maintain training standards and remain current with international practices. Participate in clinical records audits. Utilize human, material and pharmaceutical resources effectively & efficiently. Monitor client satisfaction by communicating with patients and relatives. Assist with the overall management & necessary support for the effective function of the unit. Provide safe & therapeutic environment as laid down by the Nursing Act, Occupational Health & Safety Act & all other applicable prescripts Motivating staff regarding development in order to increase level of expertise and assist patients & families to develop a sense of self care. Provide administrative services such as providing accurate statistics for evaluation & future planning, identifying needs for financial planning & direct control of expenditure as an integral part of planning & organization. Demonstrate effective communication with patients, supervisors & other clinicians. Display a concern for patients, need & expectations according to Batho Pele Principles. Deputize the Operational Manager.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs NP Ngubane Tel No: (033) 444 1707 should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must

accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 23 June 2023
- POST 19/163** : **PROFESSIONAL NURSE GRADE 1/2; SPECIALTY OPERATING THEATRE REF NO: UNTU 20/2023 (X1 POST)**
Component: Nursing
Re-Advertised
- SALARY** : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance, Housing Allowance: Employee Must Meet Prescribed Requirements.
- CENTRE REQUIREMENTS** : Untunjambili Hospital
: Senior certificate, Diploma/Degree in Nursing and Midwifery, Registration with the SANC as a Professional Nurse and Midwifery, A Basic Qualification in Operating Theatre Nursing Science registered with SANC, Current SANC registration (2023 Receipt), Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. **Grade 1:** A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery and a one year Post Basic Qualification in Operating Theatre Nursing. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ / recognizable experience after obtaining one year Post Basic Qualification in Operating Theatre Nursing. Knowledge, Skills, Attributes and Abilities: Knowledge of Operating Theatre processes and procedures, Strong interpersonal, communication and presentation skills. Knowledge of disciplinary processes. Knowledge of basic / standard management principle of approach. Sound communication, interpersonal, counselling and time management skills. Knowledge of nursing care processes and procedures, nursing statues and other relevant legal. Understanding of Human Resources needs and development.
- DUTIES** : Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution. Assist in developing/establishing and maintaining constructive working relationship with nursing and other stakeholders. Provision of optimal, holistic specialized nursing care provided within the set standards and professional/legal framework. Provide a safe therapeutic environment that allows for the practice of safe nursing as laid by the Nursing Act, National Core Standards, and Occupational Health and Safety Act and all other applicable prescripts. Assist in managing and supervising for effective utilization of all resources e.g. human, financial material. Assist in managing /prevention and control of infection in the Unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures.

Participate in training and research. Maintain professional growth/ethical standards and self-development. Participate in staff development using EPMDS System and other work related programmes and training. Support and mentor student nurses. Relieve the Operational Manager Nurse. Exercise control over discipline, grievance and all labour relations issues as well as management of absenteeism.

- ENQUIRIES** : Ms I.M.F. Buthelezi Tel No: (033) 444 1707
- APPLICATIONS** : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.
- CLOSING DATE** : 23 June 2023
- POST 19/164** : **PROFESSIONAL NURSE (SPECIALTY-ADVANCED MIDWIFE) REF NO: UNTU 21/2023 (X1 POST)**
Component: Nursing
Re-Advertised
- SALARY** : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefits: 13th Cheque, Medical Aid (Optional) 8% rural allowance, Housing Allowance (Employee must meet prescribed requirement)
- CENTRE** : Untunjambili Hospital
- REQUIREMENTS** : **Grade 1:** National Senior Certificate Diploma/Degree in General nursing, plus 1 year post basic qualification in advanced midwife. Registration with SANC as a General Nurse and advanced midwifery. A minimum of 4 years appropriate/recognizable experience as a General Nurse. **Grade 2:** A minimum of 14 appropriate/recognizable nursing experience after registration as General Nurse with SANC of which 10 years must be appropriate/recognizable experience in speciality after obtaining one year post basic qualification in the relevant speciality. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Demonstration understanding of nursing legislation of nursing and ethical nursing practices. Demonstrate a basic understanding of HR and financial policies and practices. Good communications skills. Good interpersonal skills.

DUTIES

Team building and supervisory skills. Demonstrate knowledge of health related acts and legal prescripts. Knowledge of covid19 protocols.

: Provide comprehensive quality nursing care to patients/ clients in speciality units in a cost-effective and efficient manner. Assist in planning organising and monitoring of objectives of the specialized unit. Manage all resources within the units effectively and efficiently to ensure optimum service delivery. conduct ESMOE and HBB drills. Demonstrate compliance with Nursing Act and SANC regulations. Able to plan and recognize own work and that of support personnel to ensure proper nursing care. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs requirements and expectations (Batho Pele). Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, supervisor and other clinicians including report writing when required. Ensure compliance with all National, Provincial and Professional prescripts/legislation. Participate in the analysis and formulation of nursing policies and procedure. Assist in EPMDS evaluation of staff within the unit and give guidance. Order, monitor and control levels of consumables. Provide a safe therapeutic and hygienic environment. Work effectively and amicably at supervisory level with persons of diverse intellectual cultural racial or religious differences. Demonstrate understanding of Human Resource and Financial Management Policies and Procedures. Monitor and evaluate the care and management of all patients and ensure the maintenance of accurate and complete patient's records. 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. To attend monthly nursing and multidisciplinary meetings and implement actions plans. Ensure that MNCWH and MBFHI programmes are properly implemented. Conduct audits and implement quality improvement programmes. Uphold the Batho Pele Principles and Patient Rights Charter. Exercise control over discipline grievances and Labour Relation issues according to the laid down.

ENQUIRIES

: Ms I.M.F. Buthelezi Tel No: (033) 444 1707

APPLICATIONS

: should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application

NOTE

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

CLOSING DATE : 23 June 2023

POST 19/165 : **PROFESSIONAL NURSE GRADE 1/ 2 (SPECIALTY STREAM) REF NO: PMMH/SPEC/CCU/01/2023 (X1 POST)**

SALARY : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefits: Home Owner Allowance (conditions apply), 13th Cheque, Medical Aid (Optional), In-hospital Area Allowance (8% of Basic Salary)

CENTRE REQUIREMENTS : Prince Mshiyeni Memorial Hospital
: Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse. A post basic qualification in 'Critical Care Nursing with duration of at least 1 year, accredited with the SANC. Certificates of Registration with the SANC (General Nursing and relevant post basic qualification). Proof of current registration with the SANC (2023). Only Shortlisted candidates will be required to submit proof of current registration with SANC (2023). Experience: **Grade 1:** a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** a minimum of 14 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognizable experience in the specific specialty (i.e. Critical Care) after obtaining the 1- year post-basic qualification in the relevant specialty. Knowledge, Skills Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multidisciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and Advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organize own work, time and that of support personnel to Ensure proper nursing care in the unit.

DUTIES : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and Work as part of a multi-disciplinary team to ensure good nursing care that is cost Effective, equitable and efficient. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES APPLICATIONS : Ms N.P Ngaleka Tel No: (031) 907 8133
: to be forwarded to: The Human Resource Manager, Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060 or Hand deliver to A-Block 2nd Floor white application box.

FOR ATTENTION NOTE : Mr. M.F Mlambo
: Directions to Candidates: The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) only. The official Z83 form 'Application for employment' (the new amended version of the Z83 form effectively from 01/01/2021 must be used only; the old Z83 form will be rejected, if used). The amended Z83 application for employment form is obtainable at any Government Department OR downloaded from the website – www.kznhealth.gov.za or www.dpsa.gov.za-vacancies. The 'Reference Number' and 'Position' for which are applying (as stated in the advert) must be clearly indicated in the columns provided on the form Z83. No registered mail and faxed applications will be considered. All employees in the Public Service that are presently on the same salary scale, but on a notch/ package above as that of the advertised post are free to apply. 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). The successful candidate would be required to sign a performance agreement within three months of appointment. Please note that due to the high number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only.

If you have not been contacted within two months after the closing date of the advertisement, consider your application as unsuccessful, please. Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. The Department reserves the right not to fill the post/s. Failure to comply with the above instructions will disqualify applicants. (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). (Persons with disabilities, the African Male, Coloured Male, Indian Male and White Female/Male are encouraged to apply for the post).

- CLOSING DATE** : 19 June 2023
- POST 19/166** : **PROFESSIONAL NURSE: SPECIALTY (MATERNITY) REF NO: EGUM 06/2022**
Re-advertisement
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Plus 13th cheque/service bonus plus Rural allowance 8% plus Home owners allowances: Employee must meet prescribed requirements plus Medical Aid (Optional)
- CENTRE** : E G & Usher Memorial Hospital
- REQUIREMENTS** : Grade 12 Certificate or equivalent. Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse, 1 (One) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC. Registration certificate from SANC as Professional Nurse and Advance Midwifery and Neonatal Nursing Science. Current registration with South African Nursing Council as a General Nurse, and Advanced Midwife (SANC Receipt for 2023). Current and previous experience endorsed and stamped by Human Resource (Employment History). All the attachments /proof will be submitted by shortlisted candidates only. **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing with Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. **Grade 2:** A Minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse in General Nursing of which at least (10) years of the period must be appropriate / recognized experience in the specific speciality after obtaining one year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as, Nursing Act, Health Act, Occupational Health and Safety Act. Patient's Rights Charter, Batho-Pele Principles. Public service regulations, Labour Relations Act, Disciplinary Code and Procedure, Communications skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/organizing and ability to function as part of the team.
- DUTIES** : Monitoring of patients in labour and conducting deliveries. Implement standards, practices, criteria and indicators for improving quality nursing care. Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stake holders. Utilize human, material and physical resources efficiently and effectively. Conduct ESMOE and HBB Drills. Implement National Core Standards guidelines and Standard Operational Plans. Implement strategies and standard operational plans for Infection Prevention and Control. Monitor and report Patient safety incidents e.g. needle stick injuries, patient complaints etc. assist in planning and co-ordination of training and promote learning opportunities for all nursing categories i.e. on the job training. Ensure and monitor the availability, adequately and optimum utilization of all resources. Assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Coach and appraise staff at all levels and be able to resolve problems. Implement maternal and child health care programmes (PMTCT, MBFI, IMCI, PPIP, KINC etc. Attend perinatal mortality review meetings.
- ENQUIRIES** : Mr. MJ Mbali Tel No: (039) 797 8100
- APPLICATIONS** : Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X506,

Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

FOR ATTENTION NOTE

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

CLOSING DATE

: 26 June 2023 @ 16H00 afternoon

POST 19/167

: **PROFESSIONAL NURSE (SPECIALTY- MATERNITY) ADVANCE MIDWIFERY REF NO: MOS/PN/AM/02/2023 (X1 POST)**

SALARY

: Grade 1: R431 265 – R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance, (Employee must meet the prescribed requirements). Rural allowance 12%

CENTRE REQUIREMENTS

: Mosvold District Hospital
 : Grade 1: Senior Certificate/ Grade 12 or equivalent qualification. Degree/ National Diploma in general nursing and Midwifery. A Post Basic qualification with duration of at least one year accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. Current Registration with SANC as a General Nurse and Midwifery. Experience: Grade 1: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as professional nurse with SANC in General Nursing. Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) {Only when shortlisted}. Knowledge, Skills and Competencies Required: Knowledge of nursing care process and procedures, nursing statuses and other relevant legal framework. Good communication skills, verbal, written leadership, interpersonal problem solving, conflict management and decision making skills. Co- ordination and liaison skills, Knowledge of public services policies Act, and Regulations, Knowledge of Labour Relations Act, disciplinary and grievances procedures, Knowledge of Nursing Act, Occupational Health and Safety Act off 1995. Knowledge and implementation of Batho Pele Principles, Patient's Rights Charter and Code of Conduct.

DUTIES

: Perform clinical nursing in accordance with the scope of practice and nursing standards. To execute duties and functions with proficiency in support of the aims and strategic objectives of the institution and to perform duties/ functions within the prescripts of all applicable legislation. Maintain client satisfaction through quality service, innovation and professional nursing care by uploading

the principles of Batho Pele and the standards sets by the accreditation process, Ensure proper utilization of the resources and exercise care of the Government Property and HR. Compile and analyze monthly statistics and use the information for the future planning. Maintain clinical competence by ensuring that specific principles of nursing care are within the legal requirement. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Ensure ongoing education and staff training in ESMOE, CARMA, PMTCT, MBFHI, etc. Provision of quality maternal and neonatal care through setting of standards. Participate in the implementation of National Priorities clinical guidelines and protocol e.g. IPC, Quality Assurance etc. Maintain accurate and complete patient records. Participate in Health Promotion and illness prevention initiatives. Participate in the formulation and analysis of standard operating procedures and ensure that these are in accordance with the current statutory regulations and guidelines. Assist unit manager with overall management and support for the effective functioning of the unit. Attend sub district and district perinatal meetings. Conduct clinical audit and compile summary report in order to monitor implementation of guidelines and protocols. Ability to work independently in all sections of the unit. Participate in the implementation of priority programs and strategies to reduce morbidity and mortality, To take charge of the unit during the absence of Operational Manager in charge and to manage the unit accordingly.

- ENQUIRIES** : Mr. NA. Ndrazi (Acting Nursing Manager) Tel No: (035) 591 0122
- APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968
- FOR ATTENTION** : Mr. SS. Langa
- NOTE** : Directions to Candidates: 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** : 20 June 2023
- POST 19/168** : **PROFESSIONAL NURSE (SPECIALTY) ADVANCE MIDWIFERY REF NO: EMA/PN/AM/01/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance, (Employee must meet the prescribed requirements). Rural allowance 12%
- CENTRE REQUIREMENTS** : Emanyiseni Clinic
- Grade 1: Senior Certificate/ Grade 12 or equivalent qualification. Degree/ National Diploma in general nursing and Midwifery. A Post Basic qualification with duration of at least one year accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. Current Registration with SANC as a General Nurse and Midwifery. Experience: Grade 1: A minimum of 4 years appropriate/

recognizable experience in nursing after registration as professional nurse with SANC in General Nursing. Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) {Only when shortlisted}. Knowledge, Skills and Competencies Required: Knowledge of nursing care process and procedures, nursing statuses and other relevant legal framework. Good communication skills, verbal, written leadership, interpersonal problem solving, conflict management and decision making skills. Co- ordination and liaison skills, Knowledge of public services policies Act, and Regulations, Knowledge of Labour Relations Act, disciplinary and grievances procedures, Knowledge of Nursing Act, Occupational Health and Safety Act off 1995. Knowledge and implementation of Batho Pele Principles, Patient's Rights Charter and Code of Conduct.

DUTIES

: Perform clinical nursing in accordance with the scope of practice and nursing standards. To execute duties and functions with proficiency in support of the aims and strategic objectives of the institution and to perform duties/ functions within the prescripts of all applicable legislation. Maintain client satisfaction through quality service, innovation and professional nursing care by uploading the principles of Batho Pele and the standards sets by the accreditation process, Ensure proper utilization of the resources and exercise care of the Government Property and HR. Compile and analyze monthly statistics and use the information for the future planning. Maintain clinical competence by ensuring that specific principles of nursing care are within the legal requirement. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Ensure ongoing education and staff training in ESMOE, CARMA, PMTCT, MBFHI, etc. Provision of quality maternal and neonatal care through setting of standards. Participate in the implementation of National Priorities clinical guidelines and protocol e.g. IPC, Quality Assurance etc. Maintain accurate and complete patient records. Participate in Health Promotion and illness prevention initiatives. Participate in the formulation and analysis of standard operating procedures and ensure that these are in accordance with the current statutory regulations and guidelines. Assist unit manager with overall management and support for the effective functioning of the unit. Attend sub district and district perinatal meetings. Conduct clinical audit and compile summary report in order to monitor implementation of guidelines and protocols. Ability to work independently in all sections of the unit. Participate in the implementation of priority programs and strategies to reduce morbidity and mortality, To take charge of the unit during the absence of Operational Manager in charge and to manage the unit accordingly.

ENQUIRIES

: Mr. NA. Ndlazi (Acting Nursing Manager) Tel No: (035) 591 0122

APPLICATIONS

: Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968

FOR ATTENTION

: Mr. SS. Langa

NOTE

: Directions to Candidates: 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 result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

- CLOSING DATE** : 20 June 2023
- POST 19/169** : **ASSISTANT DIRECTOR: HRM REF NO: CATO013 /2023 (X1 POST)**
- SALARY** : R424 101 per annum. Other Benefits: 13th cheque, Medical Aid (optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Cato Manor CHC and Attached Clinics
Senior Certificate or equivalent qualification Plus Bachelor's Degree or Diploma in Human Resource Management/ Personnel Management/ Human Resource Development or Public Management. A minimum of five years operational experience in Human Resource of Which three years of that must be supervisory experience in Human Resource. Valid Driver's license. Computer Literacy. Confirmation of current and previous experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service Act, Public Service Regulations and Prescripts, Knowledge of PERSAL system, Knowledge of basic principles of HR Management. Ability to interpret and apply policies, acts, ability to comprehend Human Resource issues. Interpersonal relations, innovation and communication skills. Financial Management, Change Management, Decision making, time management, facilitation skill, risk management and good interpersonal relation skills. Computer literacy.
- DUTIES** : Provide strategic leadership of human resource management for the facility. Manage all Human Resource components, i.e. Human Resource Practices, Human Resource Planning and Development, Staff Relations and Employee Wellness and ensure the provision efficient and effective services are provided. Monitor and evaluate human resource activities. Ensure quality development of HRMS in line with norms and standards for CHC Ideal Clinic Realization and Maintenance Programme. Monitor human resource records and documents management system. Manage the payroll programme. Ensure the timely and efficient compensation of employees. Manage recruitment, selection and verification processes. Monitor and evaluate the effectiveness Human Resource Provisioning and Practices. Ensure the co-ordination of Institutional Management Labour Committee Meetings (IMLC). Ensure training of staff on labour relations. Create awareness of labour relations within the institution. Ensure compliance with grievance and disciplinary procedures. Coordination of conciliation, mediation and arbitration proceedings. Ensure that misconduct cases in the institution are dealt with timeously. Monitor and evaluate the effectiveness of the Employee Wellness. Ensure co-ordination of Institutional Employee Health and Wellness Committee Meetings (IEHWCM). Ensure training of staff on Employee Health and Wellness Programme. Create awareness of Employee Health and Wellness Programme within the institution. Ensure implementation of Employee Health and Wellness Programme, Occupational Health and Employee Assistance programme. Provide leadership for management processes for the alignment of organizational, and post establishment structures in line with emerging service delivery demands as well as the imperatives set in the Annual Performance Plan for the facility or the district office. Serve in the transformation Plans of the department or the facility such budget allocations as well as standard and workload statistics. Conduct staff satisfaction surveys and exit interviews. Oversee the effective implementation of the Human Resource Management policy imperatives and ensure consistency in the application. Develop strategist aimed at improving service delivery. Ensure and facilitate the consolidation of HR Plan for the facility. Provide early warnings and develop innovative solutions to overcome identified problem areas.
- ENQUIRIES** : Mrs. M Baqwa Acting CEO Cato Manor CHC Tel No: (031) 261 1581/ 031 061 4260
- APPLICATIONS** : all applications should be forwarded to: Hand delivery: The HR Manager EThekwini District Office, 85 King Cetshwayo Highway Mayville, Durban, 4000 or Posted The HR Manager, EThekwini District Office, Private Bag X54318, Durban, 4000.
- 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. Detailed Curriculum Vitae must accompany the application form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission only 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, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification if shortlisted will have to provide an evaluation certificate from the South African Qualifications Authority (SAQA). Non- RSA Citizens/Permanent Residents/ Work Permit holders if shortlisted will be required to provide documentary proof. 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** : 19 June 2023
- POST 19/170** : **SENIOR HUMAN RESOURCE PRACTITIONER {LABOUR RELATIONS}**
REF NO: MOS/SHRP/01/2023
- SALARY** : R359 517 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/ Standard 10/ Grade 12. An appropriate Degree/Diploma in Human Science/ Human Resource Management/ Public Management. 3-5 years' experience in Staff/ Labour Relations Component. Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted). Recommendations: Valid driver's licence. PERSAL Certificate. Knowledge, Skills and Competencies Required: Broad knowledge and understanding of Human Resource Management legislation i.e. Labour Relations Act, Basic Condition of Employment Act, Grievance and Disciplinary Procedure ECT. Problem Solving Skill, Decision Making, Human Relations and Communication Skills. Investigation and Presiding Skills. Broad Knowledge and PERSAL System.
- DUTIES** : Manage the functioning of staff Relations Section in order to ensure the provision of high quality service. Promote and maintain sound staff relations within the Institution and ensure adherence to Labour Relations Act, Basic Condition of Employment Act and other related legislative prescript. Attend to all Grievance, Disciplinary and misconduct cases in terms of laid down policies and procedures. Prepare reports for Staff Relations issues. Promote orderly collective bargaining within the Institution. Investigate and preside when need arises. Collect and analyse statistics in respect of Labour Related matters. Provide efficient conflict management resolution. Approval of transaction on PERSAL. Manage the development, motivation and utilization of human resource of the discipline to ensure competence knowledge based for the continued success of technical service according to organizational need and requirements. Supervise subordinates' key performance areas by setting and monitoring performance standards and taking action to correct deviations to achieve departmental objectives.
- ENQUIRIES** : Mr. SS. Langa (Assistant Director: HRM) Tel No: (035) 591 0122
- APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968
- FOR ATTENTION** : Mr. SS. Langa
- NOTE** : Directions to Candidates: 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 result to your application being disqualified. Due to financial constraints S&T Claims will not be considered. Those that applied must fill free to re-apply. The Employment Equity Target for this post is an African Male.

- CLOSING DATE** : 20 June 2023
- POST 19/171** : **ENVIRONMENTAL HEALTH PRACTITIONER: WASTE MANAGEMENT REF NO: UNTU 22/2023**
- SALARY** : R359 517 - R420 402 per annum. Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : Untunjambili Hospital
- REQUIREMENTS** : Senior Certificate/Grade 12 National Diploma in Environmental Health Registration with HPCSA as a Health Practitioner. Current Registration with HPCSA (2023) as an Environmental Health Practitioner. One Year Community Service. Valid Code EB driver's license. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Bill of Rights. Occupational Health and Safety Act KwaZulu-Natal Health Act. National Health Act. Batho Pele. Conflict Management. Organizational Influencing. Computer Literacy E.G. MS Office suite. Relationship management.
- DUTIES** : Manage health care waste (including its budgets) for the entire catchment of the institution including waste from clinics, ERMS bases and medico-legal mortuaries linked to the respective institution. Ensure that all HCRW is weighed and recorded. Ensure that all HRCW has a tracking system. Keep proper records and a waste manifest for all HRCW streams. Establish and coordinate all activities of all institutional waste management committee including implementing committee resolution and liaise with institutional management and district office on all such activities. Report to Institutional Management on the status of HCRW management. Report to District Management on the status of HCRW. Ensure the implementation of all waste management principal, policies legislation and standards. Enforce compliance to waste segregation, containerization, storage and transportation, Enforce compliance to all HCRW norms and standards. Develop and ensure the implementation of institutional waste management plan and monitor and evaluate its implantation, Submit waste management to institutional management for approval, Submit waste management plans to district management for approval, Oversee and train all staff involved in waste management activities. Identify training needs and conduct in-service training as required.
- ENQUIRIES** : Mr L.R. Dlamini Tel No: (033) 444 1707
- APPLICATIONS** : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver OR courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the

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

- CLOSING DATE** : 23 June 2023
- POST 19/172** : **SENIOR SYSTEMS MANAGEMENT OFFICER REF NO: UNTU 23/2023**
- SALARY** : R359 517 - R420 402 per annum (Level 08). Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** :
 : Untunjambili Hospital
 : Senior Certificate/Grade 12. National Diploma in Public Management/ Administration. 3 To 5 Years' experience in a systems environment. Valid Code EB driver's license. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Good knowledge and understanding of Labour Relations, Disciplinary and Grievance procedures. Sound knowledge of negotiations, inter-personal, problem solving and team building skills. Good planning, organizing, implementing, evaluation and time management skills. Budget Control. Computer Literacy-MS Word and Excel.
- DUTIES** : Manage the following areas ensuring optimal usage and cost effectiveness: Laundry services. Telecommunications. Registry. Patient Administration. Catering services. Information Technology. Security Services. Housekeeping and cleaning services. Gardening and grounds services. Mortuary services. Transport services. Training and development of staff to deliver efficient services Exercise budget and expenditure control. Ensure compliance with institution's rules regulations. Implement, monitor and evaluate staff performance management in the various departments under your control. Ensure disaster management and contingency plans are in place. Monitor and advise contactors in order to deliver quality services.
- ENQUIRIES APPLICATIONS** : Mr L.R. Dlamini Tel No: (033) 444 1707
 : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of

Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 23 June 2023
- POST 19/173** : **HEALTH AND SAFETY OFFICER REF NO: UNTU 24/2023**
- SALARY** : R359 517 - R420 402 per annum (Level 08). Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : Untunjambili Hospital
- REQUIREMENTS** : Senior Certificate/Grade 12 National Diploma in Environmental Health or Safety Management. A minimum of 3 to 5 years' experience in Safety Management. Recommendations: Valid Code EB driver's license. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Knowledge of relevant legislations pertaining to Occupational Health Safety. Identification, control, elimination and monitoring of hazards. Health education and administration of the services. Knowledge of computer literacy. Accident investigation. Disaster management.
- DUTIES** : Identification of potential situation that could lead to injury/disability/death of staff member/visitor. Proper damage or loss, internal disaster, medico-legal claim and reporting thereof to the Occupational health and safety manager. Ensuring the delegate management and administrative functions are carried out timely and correctly in order for health and safety to function in the institution. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of the health and safety training, orientation and induction programmes. Participate in safety audits for the institution in compliance with the occupational health and safety Act, 85 of 1993. Assisting the occupational health and safety manager in ensuring that building, construction, plants, and machinery meet and maintain compliance certificates that are regulated by the occupational health and safety Act, 85 of 1993 and its regulation. Organize and record the Disaster drills. Ensure that all employees and service providers within the hospital complies with the required safety protocols.
- ENQUIRIES** : Mrs L.A Mkhize Tel No: (033) 444 1707
- APPLICATIONS** : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver OR courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance

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

- CLOSING DATE** : 23 June 2023
- POST 19/174** : **SENIOR SYSTEMS MANAGEMENT OFFICER REF NO: MBO 27/2023 (X1 POST)**
- SALARY** : R359 517 - R420 402 per annum. Other Benefits: 13th Cheque, Home Owners Allowance (employee must meet prescribed requirements). Medical Aid (optional)
- CENTRE REQUIREMENTS** : Mbongolwane District Hospital
 Senior Certificate (Grade 12) or equivalent qualification, National Diploma/Degree in Public Management/Administration. 3-5 year appropriate experience as a Supervisor in Systems Management Components. Confirmation of previous and current work experience written by Supervisor. Only shortlisted candidates will be required to submit proof of current and previous work experience endorsed by HR (Certificate of service). Recommendations: Valid Code 08/EB Driver's license. Computer literacy (only shortlisted candidates will be required to submit proof must be attached). Knowledge, Skills and Competencies: Human resources management skills. Financial management skills. Risk management skills. Conflict management. Project management. Organizational skills. Strong leadership qualities, good decision making, communication skills and problem solving skills. Ability to work under pressure and meet deadlines. Excellent customer care and interpersonal team building skills. Must be driven, courteous enthusiastic and demonstrate a high level of efficiency. Must be able to promote, practice and maintain patient confidentiality. Good report writing and interpersonal skills. Have a high level of planning and organizational skills. Attended Registry and Records Management course.
- DUTIES** : Maintain the overall control of record and registry management, telecommunication, transport services, catering services, laundry services, messenger's services, pottering services, mortuary services, staff accommodation, typing services, cleaning and ground services, security services, it services, garden and grounds and admitting section. Check mortuary register regularly to ensure proper maintenance. Ensure that secretarial services are provided at management meetings. Provide to management and heads of sections on matter relating to administrative support services. Maintain adequate availability and efficient utilization of staff in all sub-sections. Provision of staff accommodation. Serve as the member of relevant institutional Multidisciplinary Committees. Deputizing as the Systems Head in the absence of the Systems Manager.
- ENQUIRIES** : Mr EB Nyele (Assistant Director: Facilities Management) Tel No: (035) 476 6242/Ext 1014

- APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X126, Kwa-Pett, 3820 or Hand Delivered to: Mbongolwane District Hospital, Mbongolwane Reserve, Umlalazi
- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83 - most recent one) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered.
- CLOSING DATE** : 19 June 2023
- POST 19/175** : **ARTISAN FOREMAN (ELECTRICAL) OR MECHANICAL REF NO: MBO 29/2023 (X1 POST)**
- SALARY** : R344 811 per annum. Other Benefits: 13th Cheque, Home Allowance (employee must meet prescribed requirements), Medical Aid (optional).
- CENTRE** : Mbongolwane District Hospital
- REQUIREMENTS** : Grade 12 or Equivalent qualification, Trade test certificate in Electrical/Mechanical as per terms of section 13(2) of the Manpower Training Act 1998, as amended. 3 year working experience. Valid Code 08 Driver Licence. Computer literacy. Confirmation of previous and current work experience written by Supervisor. Only shortlisted candidates will be required to submit proof of current and previous work experience endorsed by HR (Certificate of service). Recommendations: Understanding of the hospital setup. Knowledge, Skills and Competencies: Project Management. Use of tools and electrical equipment, including power machines. Ability to read relevant drawings and equipment. Identification of spares and equipment. Ability to carry out faulty findings. Occupational health & safety. Problem solving analysis. Team work and creativity.
- DUTIES** : Perform operational and maintenance functions within the institution and designated clinics. Assume overall responsibility for ensuring that planned and unplanned maintenance and repairs is carried out timeously. Compile reports and motivations for new work, personnel, services etc, and for improvement of existing services. Undertake technical and other such investigations as required by Chief Artisan/Maintenance Manager. Assume overall control and responsibility for the supervision and guidance of all subordinates in the Electrical Division. Be responsible to ensure cleaning of work place/ workshop is carried out properly. Exercise control of tradesman aid and handyman and artisans. Exercise control over equipment /tools and keep in good working order. Keep up to date and current equipment register. Be responsible for material issued and completed job. Always adhere to safe working practice (in according to Occupational Health and Safety Act 85 of 1993). Attend safety and practical orientated training courses and lectures. Perform stand-by duties and after-hours calls-outs. These duties can at times can include the duties associated with other trades such as fitter, plumber and carpenter. Working overtime with remuneration when considered and with the approval of the Maintenance Supervisor. Be prepared to visit primary health care clinic to perform maintenance duties when required. Conduct institution walkabout with other institutional managers. Deputize as the section head in the absence of Chief Artisan.
- ENQUIRIES** : Mr EB Nyele (Assistant Director: Facilities Management) Tel No: (035) 476 6242/ Ext 1014

- APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X126, Kwa-Pett, 3820 or Hand Delivered to: Mbongolwane District Hospital, Mbongolwane Reserve, Umlalazi
- 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 Only, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered.
- CLOSING DATE** : 19 June 2023
- POST 19/176** : **SOCIAL WORKER GRADE 1 REF NO: THH 01/2023 (X1 POST)**
Directorate: Social Work
- SALARY** : R294 441 - R338 712 per annum, (plus 13th Cheque, Medical Aid (Optional), Housing Allowance, etc. (Employee must meet the prescribed requirements)
- CENTRE** : Pietermaritzburg (Town Hill Hospital)
- REQUIREMENTS** : Senior certificate or equivalent, Degree / National Diploma in Social work; and Current registration with SACSSP, Minimum of 2 years appropriate exposes working with psychiatric patients, Computer literacy and Driver's license. Recommendations: Knowledge of working with children and adolescents will be an added advantage.
- DUTIES** : To provide high quality social services according to patients needs and to provide the patient with factual information on social services, Provision of mental health groups and individual therapy within allocated wards and as per the expectation of the respective multi-disciplinary team, Execute all clinical procedures and programs competently utilizing available resources effectively and efficiently, Active involvement in creation and implementation of Psychosocial Rehabilitation programs and activities, Supervise allocated students according to the agreement with tertiary institution and contribute to related training activities, Compile reports and memos and required within the ambit of the delegation and environment, To participate and contribute to the overall wellbeing of the patient in the multi-disciplinary team effort in treatment and psychosocial rehabilitation of the patient, To maintain ongoing Continuous Professional Development programs, To maintain clinical profiles on individual patients, Manage allocated human resources according to regulations of the department, public service and Health Professions Council of South Africa, To promote Batho Pele principles in the execution of duties for effective service delivery.
- ENQUIRIES** : Mrs. Z Mthembu Tel No: (033) 341 5645
- APPLICATIONS** : To be forwarded to: Town Hill Hospital, P.O. Box 400, Pietermaritzburg, 3200
- FOR ATTENTION** : Mr. E.S. Mgwaba, Assistant Director: HRM
- NOTE** : Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV only. (Previous experience must be comprehensively detailed). The Z83 must be fully completed (in line with DPSA Practice note), failure to comply will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications and other relevant documents will be requested prior to the final selection phase. The communication from HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of interview following

communication from HR. 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 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. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department). Please note: Due to financial constraints, there will be no payment of S&T claims. Please Note: First preference will be given to African Male

- CLOSING DATE** : 19 June 2023
- POST 16/177** : **HUMAN RESOURCE OFFICER SUPERVISOR REF NO: UNTU 25/2023**
- SALARY** : R294 321 - R334 194 per annum. Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** :
 : Untunjambili Hospital
 : Senior Certificate/Grade 12. A minimum of 3 to 5 years' experience in Human Resource Practices. Recommendations: Valid Code EB driver's license. Computer literacy e.g. MS Office. PERSAL Certificates Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Registry duties. Capturing of data. Operate computer. Legislative framework governing the Public Service. Working procedures in terms of the working environment. Understanding of Registry. Computer. Planning and organizing. Language, Good Verbal and written communication skills.
- DUTIES** : Supervise and undertake the more complex implementation and maintenance of Human Resource administration practices. Recruitment and selection (advertisement, appointments, transfers, verification of qualifications, secretarial functions at interview, absorptions, probationary periods etc.). Implement conditions of service and service benefit (leave, housing, medical aid, injury on duty, long service recognition, overtime and relocations). Pension, Allowances, PILIR etc. Performance Management, Termination of service (indicate steps). Recommend (Approve) transactions on PERSAL according to delegations (higher authorization should happen on a higher level preferable AD Higher level). Prepare reports on Human Resource Administration issues and enquiries. Supervise Human Resource staff. Allocate and ensure quality of work personnel development, assess staff performance and apply discipline.
- ENQUIRIES APPLICATIONS** : Mrs L.A Mkhize Tel No: (033) 444 1707
 : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures,

S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 23 June 2023
- POST 19/178** : **ADMINISTRATION CLERK SUPERVISOR (LEVEL) REF NO: UNTU 26/2023**
- SALARY** : R294 321 - R334 194 per annum. Other Benefits: 13th Cheque, Home Owner's Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** :
 : Untunjambili Hospital
 : Senior Certificate. /Grade 12. 3 to 5 Clerical/Administrative experience in Patient Records Administration of Health Facility. Recommendations: License Code 08(EB) OR Code 10. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Possess knowledge of the functions and regulations applicable to the area of operation. Applicable Public service policies, legislations and procedures including but not limited to Batho Pele Principles, Labour Relations Act, Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, and Public Finance Management Act. Be computer literate with proficiency in Ms Word, Excel, Outlook and PowerPoint applications and knowledge of IT equipment operation e.g., including printer, copier, facsimile, scanner and data-projects. Information and record management, including collection, collation and dissemination of data/statistics. Have report writing skills. Have advance written communication, verbal and non-verbal skills. Have good financial management, time management, team building and organisational skills. Excellent analytical and problem solving skills. Have good telephone etiquette and peoples skills. Have sound organisational skills and able to operate independently to act with tact and discretion. Be willing to work shifts whenever it is required.
- DUTIES** :
 : Ensure maintenance, storing and retrieving of all manual and electronic medical records within the facility's patient records department in accordance with applicable policies and guidelines designed to facilitate effective and efficient handling of records. Ensure mortuary department within the hospital complies with recommended standards for Mortuary facilities and Departmental policy directives. Ensure effective and efficient Porter messenger services. Design and ensure implementation of records retention and disposal schedules, also give advice on policies and records classification system. Facilitates the development of the structure of health information management system that is easily accessible, organized, protects patients confidentiality and compliant to policy directives and procedures. Effectively manage all resources allocated to the component. Ensure that patients information is maintained, stored and properly managed to enable the efficient retrieval and filing thereof. Ensure the collection and verification of patient related information/statistics and the development of reports in support of accurate and timeous management reporting processes. Ensure Proper Management of MVA Patients files and submission of claims to utilizing relevant MVA hotline Summary sheet. Ensure revenue generation as per fees manual. Manage human resourcing by ensuring staff supervision, conduct employee's performance reviews, labour relations and compile reports.
- ENQUIRIES APPLICATIONS** :
 : Mr L.R. Dlamini Tel No: (033) 444 1707
 : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 OR Hand Deliver OR courier your application

- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.
- CLOSING DATE** : 23 June 2023
- POST 19/179** : **HUMAN RESOURCE PRACTITIONER (HRD & PLANNING) REF NO: NDW/HRD/14/2023**
- SALARY** : R294 321 per annum (Level 07). Other Benefits: 13th cheque/Service Bonus, Housing allowance, medical aid is optional (employee must meet prescribed requirements)
- CENTRE** : Ndwedwe CHC
- REQUIREMENTS** : Senior Certificate (Grade 12)/ standard 10. Degree/Diploma in Human Resource Management / Public Management. 3 – 5 years appropriate experience in Human Resource Development. Recommendation: Possession of drivers licence code 8(B) or 10 (C1). PERSAL Introduction certificate. Knowledge, Skills and Competencies Required: Knowledge and understanding of Human Resource Management with emphasis on Human Resource Planning and Development. In-dept knowledge of all relevant legislations, prescripts, policies, procedures and white paper in Human Resource Management. Adequate communication (verbal and written) interpersonal and problem solving skills. Ability to maintain high level of confidentiality. Ability to plan and prioritize in the execution of daily tasks. Knowledge of PERSAL. Computer literacy, Ms Software application.
- DUTIES** : Develop, implement and evaluate the Human Resource Plan, Employment Equity Plan and workplace skills. Coordinate and monitor the implementation of the Human Resource Development Strategies (HRD) and projects in the institution: Internship, Bursaries, workplace integrated learning, learnership. Conduct trainings and manage training needs analysis. Manage the functioning of HRD and planning component within the institution in order to ensure the provisions of high quality services. Develop and maintain a database for HRD training programmes. Compile in-service training plan for the entire institution and monitor implementation. Develop and maintain a database for grade progression. Facilitated the development, implementation, monitoring and reviewing of skills development and leadership programmes. Manage and monitor the implementation of EPMDS for all staff in the institution. Coordinate & facilitate in the orientation and induction of employees.

		Coordinate & monitor the development of Employment Equity Plan & HR Plan. Prepare and submit monthly, quarterly and annual training reports. Facilitate the logistics for institution Health education and development committee meetings (IHETDC) and other meetings pertaining the scope of work.
<u>ENQUIRIES</u>	:	Mr EM Khumalo Tel No: (032) 532 3048/50
<u>APPLICATIONS</u>	:	All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X528, Ndwedwe, 4342
<u>FOR ATTENTION</u>	:	HR Manager Tel No: (032) 532 3050
<u>NOTE</u>	:	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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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.
<u>CLOSING DATE</u>	:	23 June 2023
<u>POST 19/180</u>	:	<u>PROFESIONAL NURSE (WITH MIDWIFE) REF NO: THAF/PN/08/2023</u>
<u>SALARY</u>	:	R293 670 - R337 860 per annum. Plus 8% Rural Allowance. Other Benefits: Home owner allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional) Inhospitable Area Allowance (8% of Basic salary), Housing Allowance (employee must meet prescribed requirements
<u>CENTRE</u>	:	Thafamasi Clinic
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12 Certificate. Degree /Diploma in General Nursing Science and Midwifery plus 1 year post basic Neonatal Sciences (advance Midwifery). Registration with SANC as a General Nurse, Midwife and Neonatal Sciences. A minimum of 4 years appropriate/ recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Current registration with SANC as a professional Nurse & Neonatal Sciences. Recommendation: NIMART Training. Knowledge, Skills and Competencies Required: Knowledge of SANC rules and regulations. Knowledge of Nursing procedures, relevant Acts and policies. Knowledge of Batho Pele principles and Patients Right Charter. Knowledge of Code of Conduct and labour relations. Good communication and interpersonal skills. Decision making and problem solving. Good communication and interpersonal skill. Decision making and problem solving. Basic Financial management.
<u>DUTIES</u>	:	Implement activities that are aimed at the reduction of infant, under five and maternal mortality. Implement activities aimed at the improvement woman's health. Ensure that high quality nursing care is rendered to all clients accessing maternal services in the facility taking into consideration that CARMA objectives; ESMOE; KING; Helping Babies to breath and ensure IMCI programmes are properly implemented. Implement BANC and other Antenatal care programmes to enhance antenatal care to all pregnant women accessing care to facility. Manage the utilization and supervision of the resources. Ensure that there is proper management and integration of HAST programmes within the maternity unit of the facility. Coordinate the provision of effective training and research, focusing on the programmes within the maternity. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standard, quality and clinical audits. Instil discipline, professionalism and work ethics among employees. Ensure compliance to quality, infection prevention and control (IPC) programmes e.g. IDEAL Clinic realization and maintenance (ICRM) and Norms and Standard (N&S). Maintain a constructive working with the multi-disciplinary

		team members. Provide effective support to Nursing service e.g. assist with relief duties to nursing management.
<u>ENQUIRIES</u>	:	Mrs NS Langa Tel No: (032) 532 3048/50
<u>APPLICATIONS</u>	:	All applicants should be forwarded to: The Chief Executive Officer, Ndwedwe CHC, Private Bag X528, Ndwedwe, 4342
<u>FOR ATTENTION</u>	:	HR Manager Tel No: (032) 532 3050
<u>NOTE</u>	:	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/ attachment/proof /certificates /ID/Drivers licence / Qualifications, only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated 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.
<u>CLOSING DATE</u>	:	23 June 2023
<u>POST 19/181</u>	:	<u>FINANCE CLERK SUPERVISOR (BUDGET & EXPENDITURE) REF NO: UNTU 09/2023 (X1 POST)</u> Component: Finance Re-Advertised
<u>SALARY</u>	:	R241 485 - R255 306 per annum (Level 07). Other Benefits: 13th Cheque / Service Bonus, Medical Aid Optional, Home Owner's allowance (Employee must meet the prescribed requirements)
<u>CENTRE</u>	:	Untunjambili Hospital
<u>REQUIREMENTS</u>	:	Matric/ senior certificate/grade 12. A minimum of 3-5 years' experience of clerical /administration in Finance Component {Budget & Expenditure}. Recommendations: A valid driver's licence (code 8/10). Computer literacy: MS Office Software Applications & MS Outlook. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted.
<u>DUTIES</u>	:	Monitor expenditure and report thereon to the Cash Flow Committee. Monitor and analyse spending trends within the institution and ensure corrective measures. Ensure payment made within 30 days of invoice received. Conduct inspection, identify high risk areas and deviation, draw regular reports and facilitate corrective action with a view to mitigate financial risk. Draw, analyse and present financial reports (BAS and Vulindlela) reports and submit findings to Management. Manage and control all face value books used within the institution. Ensure the effective, efficient and economical utilization of resources allocated to the institution including the development of staff. Authorize commitments, payments, receipts and journals on BAS. Manage suspense accounts and maintain debt file. Consolidate and submit financial reports on monthly and quarterly basis. Conduct internal auditing and risk management activities. Supervise, train and develop staff in line with EPMSD and segregation of duties in order to improve service delivery.
<u>ENQUIRIES</u>	:	Ms. M.C Jange Tel No: (033)444 1707
<u>APPLICATIONS</u>	:	should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver OR courier your application
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the

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

- CLOSING DATE** : 23 June 2023
- POST 19/182** : **LAUNDRY MANAGER REF NO: UNTU 27/2023**
- SALARY** : R241 485 - R255 306 per annum (Level 07). Other Benefits: 13th Cheque / Service Bonus, Medical Aid Optional, Home Owner's allowance (Employee must meet the prescribed requirements)
- CENTRE REQUIREMENTS** :
 : Untunjambili Hospital
 : Senior Certificate/ Grade 12. A minimum of 1 to 2 years clerical and laundry Experience. Recommendations: A Valid Driver's Licence Code 8/10. Knowledge, Skills, Attributes and Abilities: Knowledge of the functions and regulations applicable to the laundry/linen management; applicable public service policies, legislations and procedures. Knowledge of office procedures, laundry practices, report writing and staff supervising. Have excellent written communication and language skills. Have good telephone etiquette and peoples skills. Have sound organizational skills and ability to act with tact and discretion. Have a high level of reliability. Have the ability to prioritize issues and other work related matters and adhere to timeframes. Be able to operate independently. Be computer literate with proficiency in MS Word, Excel Outlook and PowerPoint applications. Be willing to work extra hours.
- DUTIES** : To control the activities within each specific functional areas of the laundry factory in order to ensure that service relating to that function are rendered efficiently. Supervise laundry and linen operational processes. Supervise & Operate machinery and equipment; Supervise personnel, HR and general administration; Supervise maintenance of equipment; monitor quality control, dispatch, health and safety; required to work in soiled and clean areas of the laundry. Apply the correct procedures of handling, sorting, washing, sluicing, ironing, pressing, dispatching, counting and storage of linen and maintain hygiene. Perform supervisory duties for manual labour for long hours including weekends, public holidays and perform relief duties within the laundry/linen Management.
- ENQUIRIES APPLICATIONS** : Mr L.R. Dlamini Tel No: (033)444 1707
 : should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver OR courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the

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

CLOSING DATE : 23 June 2023

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS : Direct or hand deliver applications for all advertised posts to the address as indicated below: Head Office: Department of Social Development, Private Bag X9144, Pietermaritzburg 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg, 3200.

FOR ATTENTION : Ms B Mchunu
CLOSING DATE : 19 June 2023

NOTE : Reference is made to DPSA Circular No: 05 of 2022. The content of this circular must without delay be brought to the attention of all potential applicants. Applications must be forwarded to the relevant address. Applications must indicate the reference number of the post applied for and the Centre using a new Z83 form (which must be completed in a manner that allows a selection committee to assess the quality of the candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration) which is effective from 01 January 2021 obtainable from any Public Service Department and should be accompanied by a detailed/comprehensive Curriculum Vitae. NB: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed Z83 and a detailed curriculum Vitae. Only shortlisted candidates will be required to submit certified documents on or before the date of the interview following communication from Human Resources. Under no circumstances will faxed or e-mailed applications be accepted. The Department is an Equal Opportunity Affirmative Action employer and is committed to empowering people with disability. Appointment is subject to a positive outcome obtained from State Security on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). The employment is subject to signing of the employment contract and annual performance agreement. The successful candidates will be required to undergo security clearance, competency-based assessment, technical assessment, and to disclose financial interests in accordance with relevant prescripts. Candidates will be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful.

OTHER POST

- POST 19/183** : **MANAGER: COMMUNITY DEVELOPMENT GRADE 1 (X3 POSTS)**
(Re-advertisement – applicants who previously applied for these posts are encouraged to re-apply as previous applications will not be considered for the re-advertised posts)
- SALARY CENTRE** : R878 778 per annum, (all-inclusive remuneration package)
: Harry Gwala Ref No: DSD01/02/2023HG
: uMzinyathi Ref No: DSD02/02/2023UMZI
: uThukela District Ref No: DSD03/02/2023UTHUK
- REQUIREMENTS** : Qualifications: A Bachelor's Degree in Community Development/ Development Studies/ Social Sciences; A minimum of 10 years' experience in Community Development after obtaining the required qualification. A valid driver's license. Knowledge: Extensive knowledge on theories and systems, skills, attitudes and values in community development to guide employees on its application. Knowledge and understanding of individual and group behaviour, its inter-relations within community structures, dynamics of the community and current legislation to enable interventions. The ability and competence to manage community development structures and projects. The ability to influence individuals and groups to participate in their own self- empowerment ventures. Knowledge of Public Service Management Framework, i.e PFMA and Labour Relations, Skills; Communication; presentation; Problem solving; complex research; Financial management; Project Management; Computer literacy; Policy formulation and implementation; Complex reports writing and Driving.
- DUTIES** : Manage the identification, facilitation and implementation of integrated development interventions (Youth and Women Development, Institutional Capacity Building and Support for NPOs, Poverty Alleviation, Sustainable Livelihood and Community Mobilization) in partnership with the community and other relevant stakeholders through the efficient, effective and economical utilization of resources by the unit/sub directorate. Monitor, interpret and review legislation and policies to determine whether the legislation and policies are still relevant and comply with current requirements. Develop proposals to amend/ maintain the relevant acts and policies and develop new policies where required. Manage a community development unit/sub-directorate to ensure that an efficient and effective community development service is delivered through the proper utilization of human, financial and physical resources. Keep up to date with new developments in the community development and management fields to enhance service delivery. Plan and ensure that research on community development is undertaken.
- ENQUIRIES** : s SM Sikhakhane (Harry Gwala) Tel No: (039) 259 7043
Mr TC Khanyile (uMzinyathi) Tel No: (034) 299 7578
Ms MN Memela (uThukela) Tel No: (036) 634 66 00