

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

ERRATUM: Kindly note that the following 1 post was advertised in Public Service Vacancy Circular 19 dated 02 June 2023, The number of post to be advertised have been amended as follows: 02 x Clinical Nurse Practitioner: Centre: **Emmaus Hospital (Bergville Clinic)** with Ref No: EMS/21/2023, The closing date has been extended to 07 July 2023.

OTHER POSTS

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| <u>POST 21/638</u> | : | <u>HEAD CLINICAL UNIT (MEDICAL): OBSTETRICS & GYNAECOLOGICAL SERVICES REF NO: EMP09/2023</u> |
| <u>SALARY</u> | : | Grade 1: R1 887 363 – R2 001 927 per annum. Salary Package: (All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Group 2 Compulsory - Conditions attached) |
| <u>CENTRE REQUIREMENTS</u> | : | Queen Nandi Regional Hospital (Empangeni) |
| <u>REQUIREMENTS</u> | : | The appointment to Head Clinical Unit (Medical): Grade I, requires appropriate qualification (Specialist in Obstetrics and Gynaecology). Registration certificate with HPCSA, plus 5 years' experience after registration with HPCSA as a Medical Specialist in Obstetrics and Gynaecology or a recognized sub-specialty (O&G). Registration certificate with HPCSA, HPCSA Current registration (2023/2024). Knowledge, Skills, Attributes and Abilities: Possess sound knowledge of Human Resources Management, budgeting, programme, planning, implementation and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service legislation, regulations and policies including medical ethics, epidemiology and statistics. Good communication skills, leadership, decision making and clinical skills. Sound knowledge of clinical procedures and protocols. Assessment and management of critical ill patients. Have the ability to evaluate new technologies and decide on the cost effective implementation thereof. Ability and experience in teaching, research and administration. Willingness to provide after hour specialist services. Sound knowledge in Obstetrics and Gynaecology and outreach programmes. Willingness to be actively involved in the Outreach Program in Region 4, KZN. |
| <u>DUTIES</u> | : | Effective overall management of the service, their organization and monitoring to identify needs and to formulate and implement staffing and health care programmes. Provision of consultative service. Development of and implementation of guidelines, protocols and clinical audits, revising as needed, to optimize patient care within available resources. Management and control of equipment. Optimize use of Human and other resources. Strategize and implement outreach programmes. Actively involved in undergraduate and postgraduate academic programmes in conjunction with UKZN. |
| <u>ENQUIRIES APPLICATIONS</u> | : | can be directed to: Dr L Govender Tel No: (035) 907 7139/035 907 7116 |
| <u>APPLICATIONS</u> | : | All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880. |
| <u>FOR ATTENTION NOTE</u> | : | Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011 |
| <u>NOTE</u> | : | Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and |

citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

- CLOSING DATE** : 07 July 2023
- POST 21/639** : **HEAD CLINICAL UNIT (MEDICAL): ANAESTHETIC & CRITICAL CARE SERVICES REF NO: EMP21/2023**
- SALARY** : Grade 1: R1 887 363 – R2 001 927 per annum. Salary Package: (All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)
- CENTRE REQUIREMENTS** : Queen Nandi Regional Hospital (Empangeni)
 : The appointment to Head Clinical Unit (Medical): Grade I, requires appropriate qualification (Specialist in Anaesthetics). Registration certificate with HPCSA, plus 5 years' experience after registration with HPCSA as a Medical Specialist in Anesthetics, HPCSA Current registration (2023-2024). Knowledge, Skills, Attributes and Abilities: Possess sound knowledge of Human Resources Management, budgeting, programme, planning, implementation and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service legislation, regulations and policies including medical ethics, epidemiology and statistics. Good communication skills, leadership, decision making and clinical skills. Sound knowledge of clinical procedures and protocols. Assessment and management of critical ill patients. Have the ability to evaluate new technologies and decide on the cost effective implementation thereof. Ability and experience in teaching, research and administration. Willingness to provide after hour specialist services.
- DUTIES** : Effective overall management of the service, their organization and monitoring to identify needs and to formulate and implement staffing and health care programmes. Provision of consultative service. Development of and implementation of guidelines, protocols and clinical audits, revising as needed, to optimize patient care within available resources. Management and control of equipment. Optimize use of Human and other resources. Strategize and implement outreach programmes. Actively involved in undergraduate and postgraduate academic programmes in conjunction with UKZN.
- ENQUIRIES APPLICATIONS** : Dr M Samjowan Tel No: (035) 907 7008
 : All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION** : Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 907 7011
- NOTE** : Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with

council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must be available for interviews at a date and time determined by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due to severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post should arrange their own private accommodation prior to the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

- CLOSING DATE** : 07 July 2023
- POST 21/640** : **MANAGER MEDICAL SERVICES GRADE 1 REF NO: UMZ05/2023 (X1 POST)**
- SALARY** : R1 288.095 per annum. 13th cheque, housing allowance (employee to meet Prescribed requirements), medical aid (optional).
- CENTRE** : Umzimkhulu Hospital
- REQUIREMENTS** : Senior Certificate or equivalent qualification. Appropriate qualification in the Health. Science – MBCHB Degree plus initial registration and current registration with Health Professional Council of South Africa (HPCSA) as a Medical Practitioner. At least three (3) years relevant experience after registration with the HPCSA as a Medical Practitioner. Only shortlisted candidates will submit/attach proof of experience endorsed and stamped by Human Resource. Recommendations: Diploma in Mental Health will be an added advantage. Previous experience in Psychiatry. A Valid Driver's license. Good knowledge of applicable legislation, regulations, national and provincial policies. HPCSA regulations. National Norms and standards for relevant clinical results. Patients' rights responsibility charter. Local regulations and roles regarding Administrative duties. Knowledge of Institutions budget and PFMA. Labour Relations Act. Code of conduct. National norms for relevant clinical results Strong leadership, organizational, operational and contingency planning skills. Independent decision making and problem solving skills. Good interpersonal and communication skills. Conflict management. Medical, clinical skills. Basic financial managements. Planning, organization, problem solving, Analytical and creative thinking and reporting skills. Knowledge of Mental Health Care Acts and other documents. Policies and Practices relevant and Organization of Mental Health Services. Leadership, Communication and Organizational Skills. Programme Planning, Implementation and Evaluation. Management of Human Resources Computer. Literacy and ability to formulate policies. Knowledge, understanding and implementation of Batho Pele principles.
- DUTIES** : Improve access to care, treatment and psychosocial rehabilitation for mental care users. Ensures the provision of safe, ethical, legal and high quality medical care. Provide the management, support and supervision to all medical staff, pharmacy and allied health professional services. Formulate policies and procedures for medical services and ensure that they are in accordance with the current statutory regulations and guidelines. Ensure the provision of

protocols and guidelines for doctors. Assist in the control and monitor for the budget of the hospital and ensure that the efficient and effective control of medical supplies, equipment and miscellaneous stores. Maintain discipline and deal with grievances and Labour relations issues in terms of the laid down procedures and policies. Facilitate the multidisciplinary approach in the training and development of medical, medical support and nursing personnel. Formulate strategic plans in keeping with the requirements of the hospital and department. Assist Hospital CEO in realization of the mission and objective of the Hospital and act as Hospital CEO when required. Ensure continuous monitoring of morbidity and mortality through clinical audits. Liaise with stakeholders, Hospital Management teams, Health District Office medical/management issues. Monitor commuted overtime by ensuring that protocols and guidelines are adhered to. Co-ordinate and support the mental outreach program. Set up clinical governance procedures and processes for provision for quality mental health care. Develop Psychiatry services and provide clinical staff with expert advice and opinion with regard to mental health care. Establish mechanisms for assessing improvements in the level of care by monitoring the mental health care user's perception and clinical support services.

**ENQUIRIES
APPLICATIONS**

: Mr. E.N. Bangani Tel No: (039) 2590 310, EXT: 111
 : Applications to be forwarded to the Human Resource Manager, Umzimkhulu Hospital, Private Bag X514, Umzimkhulu, 3297 OR Drop Off in the application Box, Umzimkhulu Hospital

**FOR ATTENTION
NOTE**

: Mr. E.N. Bangani
 : Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any Government. Department OR from the website: www.kznhealth.gov.za Educational qualifications, SANC registration certificates, Driver's License, ID Copy, SANC receipts and proof of Experience will be requested from shortlisted candidates only, don't include in your application. The reference number must be indicated in the column provided on the form Z83, e.g. UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. It is applicant responsibility to have foreign qualifications and national certificate (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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply.

CLOSING DATE

: 07 July 2023

POST 21/641

: **MEDICAL SPECIALIST – ENT REF NO: GJGM44/2023 (X1 POST)**
 Component: Medical Management Services

SALARY

: Grade 1: R1 214 805 – R1 288 095 per annum, all-inclusive package
 Grade 2: R1 386 069 – R1 469 883 per annum, all-inclusive package
 Grade 3: R1 605 330 – R2 001 927 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 Commuted overtime which is determined by service delivery needs of the institution

**CENTRE
REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital
 : **Grade 1:** A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health Professionals Council of South Africa as a Medical Specialist-Otorhinolaryngology (ENT). No experience required. **Grade 2:** A tertiary qualification (MBCHB or equivalent), plus Current registration with the Health. Professionals Council of South Africa as a Medical Specialist – Otorhinolaryngology (ENT) plus Five years (5) post registration appropriate experience. **Grade 3:** A tertiary qualification (MBCHB or equivalent), plus A valid registration with the Health Professionals Council of South Africa as a Medical Specialist – Otorhinolaryngology (ENT) plus Ten (10) post registration

appropriate experience. Knowledge, Skills & Competencies: Sound knowledge and experience of Otorhinolaryngology. Ability to teach and supervise junior staff. Middle Management skills. Good administrative, leadership, decision making and communication skills.

DUTIES : Provide specialist Otorhinolaryngology – Head and Neck surgery services to all departments at General Justice Gizenga Mpanza Regional Hospital as well as outreach to other KZN DOH hospitals in KZN. Control and Management of these services as delegated. Maintain clinical, professional and ethical standards related to these services. Provide after hour care in accordance with the commuted overtime contract. Training and Supervision of Junior doctors in Otorhinolaryngology working in the department. Provide expert opinion where required and consult with specialist on ENT procedures. Provide clinical outreach and training and assistance to KZN DOH hospitals. Develop and participate in Quality Improvement Programs. Maintain necessary discipline over staff under his/her control. Attend administrative matters as pertains to the unit. Conduct, assist and stimulate research. Promote and lead clinical governance processes and structures.

ENQUIRIES : Dr K Nepaul (Head Clinical Unit) Tel No: (032) 4376101
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

FOR ATTENTION : Mr. T Latha
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). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. 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 : 07 July 2023

POST 21/642 : **MEDICAL SPECIALIST: ANAESTHETICS & CRITICAL CARE SERVICES**
REF NO: EMP12/2023

SALARY : Grade 1: R1 214 805 – R1 288 095 per annum
Grade 2 R1 386 069 – R1 469 883 per annum
Grade 3 R1 605 330 – R2 001 927 per annum
All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)

CENTRE : Queen Nandi Regional Hospital (Empangeni)

- REQUIREMENTS** : An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. An appropriate qualification that allows registration with HPCSA as a Medical Specialist in Anesthetics, Registration certificate with HPCSA as Medical Specialist in Anesthetics, HPCSA Current registration (2023-2024) Experience: **Grade 1:** No experience required for Grade 1. **Grade 2:** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Anesthetics, **Grade 3:** Minimum of 10 years relevant experience after registration with HPCSA as a Medical specialist in Anesthetics.. Knowledge, Skills and Competencies Required: Good communication skills, facilitation and teambuilding skills. Demonstrated personal qualities and strengths such as leadership, enthusiasm, commitment and a pioneering spirit. Computer literacy. Special interest in Anesthetics health care systems development, support and outreach.
- DUTIES** : Strengthen and deliver Anesthetics clinical services in the Department of Anesthetics & Critical Care at QNRH. Provide support for the Clinical Unit Head in the management of the Anesthetics Department, including human and financial resources. Provide support for the Executive Head of Anesthetics in strategic and financial oversight of clinical services, participate in and provide technical support in regional and provincial child activities. Assist with Anesthetics services coordination between levels of care. Assist in quality improvement activities including clinical audit, data management, monitoring and evaluation. Actively participate in the academic under- and post-graduate Anesthetics training program (including medical student’s clinical teaching). Perform and supervise Anesthetics operational research activities in the Department of Anesthetics at QNRH. Perform overtime as required in Anesthetics Department and outreach activities to district hospitals.
- ENQUIRIES** : Dr M Samjowan Tel No: (035) 9077008
- APPLICATIONS** : All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION** : Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011
- NOTE** : Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant’s responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.
- CLOSING DATE** : 07 July 2023

POST 21/643 : **MEDICAL SPECIALIST (RADIOLOGIST) GRADE 1/2/3 REF NO: EMP20/2023**

SALARY : Grade 1: R1 214 805 – R1 288 095 per annum
Grade 2 R1 386 069 – R1 469 883 per annum
Grade 3 R1 605 330 – R2 001 927 per annum
All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)

CENTRE REQUIREMENTS : Queen Nandi Regional Hospital (Empangeni)
: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Radiology. HPCSA registration certificate as a Medical Specialist in Radiology. Current HPCSA Registration (2023/2024). Experience: **Grade 1:** No experience required for Grade 1. **Grade 2:** Minimum of 5 years' relevant experience after registration with HPCSA as a Medical Specialist in Radiology, **Grade 3:** Minimum of 10 years' relevant experience after registration with HPCSA as a Medical Specialist in Radiology. Knowledge, Skills, Training and Competencies: Sound Clinical Knowledge, Competency and Skills in Radiology practices. Sound knowledge of medical Ethics. Effective communication skills, leadership and decision making qualities. Effective teaching and supervisory skills. Good knowledge of current Health and Public Service legislation, Regulations and Policies. Good data management and record keeping abilities. Sound knowledge of Clinical Governance Practices and Guidelines. Sound knowledge of current technology in radiological investigations and reporting.

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

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

FOR ATTENTION NOTE : Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011
: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to

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

- CLOSING DATE** : 07 July 2023
- POST 21/644** : **MEDICAL SPECIALIST (PAEDIATRICS) GRADE 1/2/3 REF NO: EMP22/2023**
- SALARY** : Grade 1: R1 214 805 – R1 288 095 per annum
Grade 2 R1 386 069 – R1 469 883 per annum
Grade 3 R1 605 330 – R2 001 927 per annum
All-inclusive salary packages, which consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules). Other Benefits: 18% In-Hospitable Allowance of basic salary, Commuted Overtime (Conditions attached)
- CENTRE REQUIREMENTS** : Queen Nandi Regional Hospital (Empangeni)
: An appropriate qualification that allow registration with HPCSA as a Medical Practitioner. An appropriate qualification that allows registration with HPCSA as a Medical Specialist in Paediatrics, Registration certificate with HPCSA as Medical Specialist in Paediatrics. HPCSA Current registration (2023-2024). Experience: No experience required for **Grade 1** (Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions of South Africa). **Grade 2** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Paediatrics, **Grade 3:** Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Paediatrics. Knowledge, Skills and Competencies Required: Good communication skills, facilitation and teambuilding skills. Demonstrated personal qualities and strengths such as leadership, enthusiasm, commitment and a pioneering spirit. Computer literacy. Special interest in Neonatal health care systems development, support and outreach
- DUTIES** : Strengthen and deliver Neonatal clinical services in the Department of Paediatrics and Child Health at QNRH. Provide support for the Clinical Unit Head in the management of the Neonatal Unit, including human and financial resources. Provide support for the Executive Head of Paediatrics and Child Health in strategic and financial oversight of clinical services, participate in and provide technical support in regional and provincial child activities Assist with neonatal services coordination between levels of care. Assist in quality improvement activities including clinical audit, data management, monitoring and evaluation, and regular reporting on key indicators related to Neonatal burden of disease. Actively participate in the academic under- and post-graduate Paediatric training program (including clinical teaching). Perform and supervise Neonatal operational research activities in the Department of Paediatrics and Child Health at QNRH. Overtime as required in Paediatrics.
- ENQUIRIES APPLICATIONS** : Dr NC Kapongo Tel No: (035) 907 7202
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION NOTE** : Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011
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will be requested from shortlisted candidates only. General information: Short-listed candidates must be available for interviews at a date and time determined by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due to severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost-cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and/or relocation claims will not be paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post should arrange their own private accommodation prior to the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

CLOSING DATE : 07 July 2023

POST 21/645 : **MEDICAL SPECIALIST: GRADE 1, 2 or 3 – ACCIDENT, EMERGENCY AND TRAUMA REF NO: PSH 42 /2023 (X1 POST)**

SALARY : Grade 1: R1 214 805 per annum
Grade 2: R1 386 069 per annum
Grade 3: R1 605 330 per annum
The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules
Other Benefits: Rural Allowance - 22% of basic salary & Commuted Overtime (conditions apply)

CENTRE REQUIREMENTS : Port Shepstone Hospital
: Senior certificate, MBChB degree (FCEM)(SA) Emergency and Trauma. An appropriate qualification that allow registration with HPCSA as a Medical Specialist in Emergency and Trauma. Current HPCSA Registration card 2023/2024. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with HPCSA as a Medical Specialist in Emergency and Trauma. **Grade 1:** No Experience required. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with HPCSA as a Medical Specialist. **Grade 2:** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist. **Grade 3:** Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist. Knowledge, Skills and Experience: Sound knowledge and skills in Emergency Medicine including advanced adult and paediatric resuscitative intervention. Sound Clinical Knowledge in general medicine including management of acute and chronic medical conditions as well as toxicology and gynaecological emergencies. Good interpersonal and supervisory skills. Ability to work in a challenging environment. Supervision of students, interns, medical officers and auxiliary staff.

DUTIES : Provision of quality patient centred specialist medical care to patients in the emergency unit (ED) and support district health systems. Maintain accurate medical records in accordance with legal and ethical guidelines. Ability to assist the senior medical staff in the smooth running of the department. To provide training for nurses, junior staff, interns and medical students. Ensure equipment is maintained and functional at all times. Maintain clinical, professional and ethics standards. Develop protocols for management of patients, equipment and other relevant procedures. Active participation in quality improvement programmes including clinical audits and continuous

professional development of patient care. Undertake training of undergraduates and postgraduate students and also support relevant clinical research, clinical trials and CPD activities. Participation in after-hours duties is compulsory. NB: Performance of Commuted Overtime and staggered shift system is compulsory and will be worked in the Emergency Department. The following learning opportunities are available in the emergency department: Supervision by an Emergency Medicine Specialist with daily ward rounds and "on the floor" teaching in the Emergency Department. Emergency ultrasound training. Approach to Medical, Surgical and Gynaecological Emergencies. Management of Acute Psychiatric patients. Advanced airway management and ventilation techniques. Evidence based protocol driven management. Opportunities to conduct research in the unit. Preparation for the DipPEC (Diploma in Primary Emergency Care) and Emergency Medicine Primaries. (only short listed candidates will be requested to submit proof of qualifications and other related documents)

- ENQUIRIES** : Dr PB DLAMINI (039) 688 6147 or Dr B Naicker Tel No: (039) 688 6000
- APPLICATIONS** : Applications should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone 4240. Or 11 – 17 Bazley Street Port Shepstone 4240
- FOR ATTENTION** : Mr. ZM Zulu
- NOTE** : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. nb: applicants are encouraged to utilise courier services. Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.
- CLOSING DATE** : 07 July 2023
- POST 21/646** : **MEDICAL SPECIALIST REF NO: MEDSPECRADIO/2/2023 (X1 POST)**
Department: Radiology
- SALARY** : Grade 1: R1 214 805 per annum, all-inclusive salary package (excluding commuted overtime)
Grade 2: R1 368 069 per annum, all-inclusive salary package (excluding commuted overtime)
Grade 3: R1 605 330 per annum, all-inclusive salary package (excluding commuted overtime)
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Specialist qualification in Diagnostic Radiology with additional subspecialty qualification or experience in breast imaging and breast interventional procedures. Current registration with the Health Professions Council of South Africa as a Medical Specialist (Radiologist). Knowledge, Skills, Training and Competencies: Sound knowledge and experience in Diagnostic Radiology and in breast imaging and breast interventional procedures. Ability to work independently in the mammography subdepartment of radiology department and willingness to learn new techniques and procedures in the mammography department. Ability to interpret or willingness to learn to interpret breast MRI studies. Ability to teach and supervise radiology registrars and medical officers. Ability to work with multidisciplinary team and chair MDT meetings. General radiology skills (MRI, CT, US, Xray, Fluoroscopy, Mammogram reporting and procedures). Ability to perform after-hour duties. Middle management skills. Research skills and experience and ability to supervise registrar's MMeds. Good administrative, leadership, decision making and communication skills. Computer Literacy.
- DUTIES** : Provide medical specialist services in the radiology department at Inkosi Albert Luthuli Central Hospital, with special skills and services in Mammogram/ Breast imaging. Teaching, training and supervision radiology registrars and medical officers working in the general radiology department. Perform, interpret and report radiological procedures and studies in the following modalities; MRI, CT, US, Xray, Fluoroscopy, Mammogram at Inkosi Albert Luthuli Central Hospital.

| | | |
|----------------------------|---|--|
| | | Maintain clinical, professional and ethical standards related to these services. Provide expert opinion where required and consult with other clinical specialists on radiological procedures. Participate in the Quality Improvement Programmes of the Department. Conduct, Participate and assist in departmental research and MDT meetings. Participate in commuted overtime. Dr. N Dlamini Tel No: (031) 240 2294/5 |
| <u>ENQUIRIES</u> | : | |
| <u>APPLICATIONS</u> | : | All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058. |
| <u>NOTE</u> | : | An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Int/ellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. PLEASE note that due to financial constraints, there will be no payment of S&T claims. |
| <u>CLOSING DATE</u> | : | 07 July 2023 |
| <u>POST 21/647</u> | : | <u>NURSING MANAGER REF NO: NURSMAN/1/2023</u> Those who applied previously should re-apply. |
| <u>SALARY</u> | : | R1 045 731 per annum, (all-inclusive salary package) |
| <u>CENTRE</u> | : | Inkosi Albert Luthuli Central Hospital (IALCH) |
| <u>REQUIREMENTS</u> | : | Degree/Diploma in General Nursing and Midwifery. Current registration with SANC as General Nurse and Midwife. A minimum of 10-years appropriate / recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 -years of the period referred to above must be appropriate / recognizable experience at management level. Diploma/Degree in Nursing Administration will be an advantage. Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislative framework governing the public service. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, and other members of the multi-disciplinary team including the writing of reports. Good human relations displaying a concern for patients, promoting and advocating patients needs and expectations (Batho Pele). High concern for excellence, tenacity and resilience. Leadership and management skills. Problem analysis and decision making skills. Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organise own work, time and that of support personnel to ensure proper nursing care in the units. Be able to work under pressure. |
| <u>DUTIES</u> | : | Provide guidance and leadership towards the realization of strategic goals and objectives of the nursing division. Provide professional, technical and management support for the provision of quality patient care through proper management of nursing care programs. Advocate and ensure the promotion of nursing ethos and professionalism. Develop and monitor the implementation of policies, programmes, regulations, practices, procedures and standards pertaining to nursing care. Represent Nursing Department in the Senior |

Management Team. Establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promotes efficient and effective patient care across all domains. Ensure effective management, supervision and utilization of human and material resources. Ensure adherence to prescribed nursing policies and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Deal with disciplinary and grievance matters. Evaluate and monitor compliance with clinical protocols, norms and standards of the hospital. Participate in implementation and adherence to National Core Standards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences.

**ENQUIRIES
APPLICATIONS**

: Dr LP Mtshali Tel No: (031) 240 1124
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville 4058.

NOTE

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. PLEASE note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE

: 07 July 2023

POST 21/648

: **MEDICAL OFFICER REF NO: MOPLASTIC/1/2023 (X1 POST)**
Department: Plastics and Reconstruction Surgery

SALARY

: Grade 1: R906 540 per annum, all-inclusive salary package, (excluding commuted overtime)
Grade 2: R1 034 373 per annum, all-inclusive salary package, (excluding commuted overtime)
Grade 3: R1 197 150 per annum, all-inclusive salary package, (excluding commuted overtime)

**CENTRE
REQUIREMENTS**

: Inkosi Albert Luthuli Central Hospital (IALCH)
: Registration with the Health Professions Council of South Africa as Medical Practitioner Current registration with the Health Professions Council of South Africa as a Medical Practitioner. Previous surgical experience in a plastic surgery environment and FCS primary will be an advantage. Successfully completion of FCS (SA) primary and/or intermediate examinations will be an advantage. **Grade 1:** No experience required. The appointment to grade 1 requires 1 year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Five year (5 years) appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as

required in South Africa. **Grade 3:** Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge, Skills, Training and Competencies: Candidates must be able to do a detailed clinical assessment of trauma and plastic surgery patients. Ability and knowledge of basic trauma resuscitation, including endotracheal intubation of patients is a requirement. Candidates with basic surgical course & ATLS course will be an advantage.

DUTIES : Active participation in ward rounds, patient management on the wards, assisting in theatre, and doing calls after hours are a basic part of the duties. Candidates are expected, when on call, to field many calls from referring doctors and after discussion with a senior to advise the referring doctors appropriately. Good communication skills and courtesy are essential. Attendance and participation in the academic programme of the department is a requirement.

ENQUIRIES : Prof A Madaree Tel No: (031) 240 1171
APPLICATIONS : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

NOTE : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T Claims.

CLOSING DATE : 07 July 2023

POST 21/649 : **MEDICAL OFFICER GRADE 1 – 3 (INTERNAL MEDICINE) REF NO: PMMH/MO/INTMED 01/2023 (X2 POSTS)**

SALARY : Grade 1: R906 540 - R975 738 per annum
Grade 2: R1 034 373 - R1 129 116 per annum
Grade 3: R1 197 150 - R1 491 627 per annum
(All-inclusive packages) consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules.
Other Benefits: In-Hospitable Area Allowance (18% of basic salary), Commuted overtime (conditions apply) / the incumbent in the post would be required to enter into a performance contract for commuted overtime.

CENTRE : Prince Mshiyeni Memorial Hospital
REQUIREMENTS : MBCHB degree or equivalent qualification plus Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Current (2023) registration as a Medical Specialist with HPCSA. FCP(SA) Part 1 and Diploma in Internal Medicine will be an added advantage Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources. Experience: **Grade 1:** No experience

required. The appointment to grade 1 requires 1 year relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** 5 years appropriate experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a 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:** 10 year's registration experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 3 requires a minimum of eleven years (11) relevant experience after registration as a Medical Practitioner with a 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: FCP (SA) Part 1 and Diploma in Internal Medicine will be an added advantage. Knowledge, Skills Training and Competencies Required: Appropriate medical knowledge and sound clinical skills. Knowledge of health care system and medical ethics. Knowledge of relevant acts, policies and regulations of the department of health. Good team building and problem solving skills. Excellent human, communication and leadership skills required. Awareness of cross-cultural differences. Concern of excellence.

DUTIES

: Provision of quality patient-centred care for all patients in the hospital and satellite clinics. Examine, investigate, diagnose and oversee the treatment of patients. Provision of after-hours services in a form of commuted overtime as per the departmental needs. Provide medical related information to clinical staff as may be required. Undertake on-going care individual's patients to allow for continuity of care including ward rounds and clinic visits. Maintain accurate health records in accordance with the legal ethical considerations. Train and guide staff who are health professionals. Actively participate in morbidity and mortality reviews. Attend and participate continuous medical education and training. Participate in quality improvement programs which include clinical governance and national core standards. Work in MOPD, Chronic Clinic, Medical Wards Ensure cost-effective service delivery is maintained within the respective department. Attend to administrative matters as required. Observe and comply with all departmental policies and guidelines regulating employment relationship and clinical functioning. Perform duties as assigned by the supervisor or other senior officials. Performance of commuted overtime is a requirement as per the policy on commuted overtime for medical practitioners. (After hours and weekends).

**ENQUIRIES
APPLICATIONS**

: Dr M Mitha Tel No: (031) 907 8470/ 8265
: applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 2nd Floor white application box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060

**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-vacansies. 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 e.g. Reference number PMMH/MO/INTEMED/01/2023. 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, Coloured male and White Male are encouraged to apply for the post)

CLOSING DATE

: 07 July 2023

POST 21/650

: **MEDICAL OFFICER REF NO: CL 04/2023 (X1 POST)**

SALARY

: R906 540 per annum, all-inclusive package

CENTRE

: Clairwood Hospital

REQUIREMENTS

: A Degree (MBChB) or equivalent. Registration with HPCSA as a Medical Practitioner. Current registration with HPCSA (2023/2024). A sound working knowledge in the basic medical discipline to all accurate diagnosis and appropriate management of clinical problem with specific emphasis on surgery. Ability to function in a multidisciplinary team. Good communication and interpersonal skills.

DUTIES

: Examine, investigate and oversee treatment of patients. Ensure effective, early and correct and cost effective, investigation and follow up treatment of patients. Provide a holistic patient care, inclusive of examining and formulation of patient treatment plans. Maintain accurate and appropriate patient records in accordance with legal / ethical consideration and continuity of patient care. Provide preventative health interventions. Participate in emergency after hour services (commuted overtime) Actively participate in quality improvement programme (morbidity and mortality) meetings, clinical audits and risk management. Perform Medico legal examination, writing of reports and presentation of those reports. Participate staff training and continuous medical education. Assist with the development of District Hospital services. Provide support to Head of Department and ensure that efficient standards of patients care and services is maintained.

ENQUIRIES

: Dr. O.E Ngam Tel No: (031) 451 5181

APPLICATIONS

: applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mobeeni, 4060 or Hand deliver: 1 Higginson Highway, Mobeeni, 4060

NOTE

: The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal work place. Directions to candidates, the following documents must be submitted: Applications for employment are required to complete and submit Z83 form (Obtainable at any Government Department or from website – www.kzn.health.gov.za) and Curriculum Vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. The reference number must be indicated in the column provided on the form Z83. Application for employment are not required to submit copies of qualification and other relevant documents on application but must submit Z83 form and detailed Curriculum Vitae (CV). The certified copies of qualification and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months of the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for this post. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC)

CLOSING DATE

: 07 July 2023

POST 21/651

: **MEDICAL OFFICER- OPHTHALMOLOGY GRADE 1, 2 & 3 REF NO: PSH 43/2023 (X1 POST)**

SALARY

: Grade 1: R906 540 per annum

Grade 2: R1 034 373 per annum
Grade 3: R1 197 150 per annum
(The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules) Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions applies)

- CENTRE REQUIREMENTS** : Port Shepstone Regional Hospital
: Senior certificate, MBChB degree, Registration certificate with the HPCSA as a Medical Practitioner. Current HPCSA Registration 2023/ 2024. **Grade 2:** 5 years appropriate experience after registration with HPCSA as MBChB. **Grade 3:** 10 years appropriate experience after registration with HPCSA as MBChB. Recommendations: 6 months of ophthalmic experience will be an added advantage. Knowledge, Skills and Competencies Required: Sound knowledge of clinical and patient management skills within the discipline. Ability to deal with all medical/ emergencies. Ability to assess, diagnose and manage patients. Good communication skills. Sound medical ethical practice skills
- DUTIES** : Manage all ophthalmic out-patient conditions with minimum supervision. Perform basic ophthalmic surgery with supervision by the consultant Ophthalmologist. Admit, manage, discharge, and follow-up all ophthalmic cases as necessary. Study towards a Diploma in ophthalmology or Part I. Facilitation of staff training and on-going medical education. After-hours participation in call rosters. Participate in outreach where possible. Active involvement in the pre-operative assessment of patients. Assist senior doctors during operations. Maintain sound medical records.
- ENQUIRIES** : Dr PB Dlamini Tel No: (039) 688 6147 or Dr M Panajatovic Tel No: (039) 688 6000 ext. 6267
- APPLICATIONS** : should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone 4240. Or 11 – 17 Bazley Street Port Shepstone 4240
- FOR ATTENTION NOTE** : Mr. ZM Zulu
: Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. NB: Applicants are encouraged to utilise Courier Services. (Only short listed candidates will be requested to submit proof of qualifications and other related documents). Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.
- CLOSING DATE** : 07 July 2023
- POST 21/652** : **ASSISTANT MANAGER NURSING GRADE 1 REF NO: EMP23/2023**
- SALARY** : Grade 1: R683 838 – R767 184 per annum, plus 8% In-hospitable allowance, 13th Cheque, Home Owners Allowance (Employee must meet prescribed requirements), Medical aid (Optional)
- CENTRE REQUIREMENTS** : Queen Nandi Regional Hospital (Empangeni)
: Degree/Diploma qualification that allows registration to General Nursing & Midwifery. Post basic relevant nursing qualification with duration of at least 1 year (Diploma in Advanced Midwifery & Neonatal Nursing Science). Post basic Degree/Diploma Child Nursing science. Registration certificate with SANC. A minimum of 10 years appropriate / recognizable experience in the nursing after registration as a Professional Nurse with the SANC in General Nursing and Midwifery. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post basic qualification in Diploma in Advanced Midwifery & Neonatal Nursing Science. At least 3 years of the period referred to above must be appropriate/recognizable experience at Management Level. Recommendation: Computer literacy & Drivers' License. Degree/Diploma in Nursing Management. Post basic Degree/Diploma Critical care nursing. Knowledge, Skills, Competencies Required: Knowledge of Public Service Acts, regulations and policies. Knowledge of SANC rules and regulations.

Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Knowledge of Code of conduct, labour relations and disciplinary procedures and processes. Basic understanding of finance policies and procedures, and management of Human Resources. Good communication, verbal, written, problem-solving, leadership skills, interpersonal and conflict management skills. Teambuilding, supervisory/management and analytic skills. Basic computer literacy as a support tool to enhance service delivery. Sound knowledge of nursing care processes and procedures, scope of practice in areas of work performance and other relevant legal frameworks. Knowledge of clinical governance structures, Norms and standards, Ideal hospital, occupational health and safety, infection preventions and control, medical waste and risk management. Familiar with complaints management and patient safety incident and learning procedures and guidelines. Knowledge and experience in implementation of Batho Pele Principles and Patient's Rights Charter. Familiar with following programmes: MBFI, ESMOE, KINK guidelines, EPOC.

DUTIES

: Demonstrate effective communication with supervisors, other health professionals and support services personnel and junior colleagues, including more complex report writing when required. Ability to direct a multi-disciplinary team, meet regularly to ensure good nursing care. Work effectively and amicably, at management level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work and that of units reporting to the post, and to ensure appropriate interventions to enhance nursing services. Able to develop and maintain a nursing service environment that promotes the rights of patients, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Demonstrate the required computer literacy to adequately manage information according to the requirements of the hospital. Able to plan, maintain and control the nursing services budget for the relevant units. Coordination of optimal, holistic specialized nursing care provided within set standards and professional/legal framework. Supervision of personnel and programs using the standardized and prescribed audit tools. Participation in clinical audits morbidity and mortality. Involved in data verification using prescribed tool and source documents to ensure quality of data. Ensure reduction of morbidity and mortality in Neonatal Unit. Ensure availability and proper utilization of resources for smooth running of the unit. Participation in effective and efficient management of human, material resources. Demonstrate effective communication with patients, visitors, supervisors, and other health professionals and junior colleagues. Work as part of multi-disciplinary team at hospital level to ensure good nursing care by the nursing team. Work effectively at a supervisory level with persons of diverse intellectual. Display a concern for patients, promoting, advocating and facilitating proper treatment and care ensuring that the hospital adheres to principles of Batho Pele. Monitor and evaluate staff performance in terms of EPMDS. Promotion of team effort. Implementation and management of Infection control and prevention protocols. Play an active role in complaints management and reduce the number of complaints.

**ENQUIRIES
APPLICATIONS**

: Mrs J Marais Tel No: (035) 907 7005
 : All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.

**FOR ATTENTION
NOTE**

: Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011
 : Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must be available for interviews at a date and time determined by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of

previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

- CLOSING DATE** : 07 July 2023
- POST 21/653** : **OPERATIONAL MANAGER NURSING (SPECIALTY STREAM) REF NO: UMZ06/2023 (X2 POSTS)**
- SALARY** : R627 474 per annum .13th cheque, housing allowance (employee to meet Prescribed requirements), medical aid (optional).
- CENTRE** : Umzimkhulu Hospital
- REQUIREMENTS** : Senior Certificate/Matric or equivalent qualification. Degree/Diploma in General Nursing (R425 qualification or equivalent) that allows registration with the SANC as a Professional Nurse. Registration Certificate with SANC as a Professional Nurse. Diploma in Post Basic Psychiatric Nursing Science/Advanced Psychiatric Nursing with a duration of at least one year, accredited with the South African Nursing Council. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred above must be appropriate/recognizable experience after obtaining the 1-year post basic qualification in Psychiatric Nursing Specialty. Registration with South African Nursing Council as a General and Psychiatric Nurse (2023 SANC receipt). Certificate of service which is obtainable from your Human resource office, previous or current experience. Knowledge, skills, training and competencies required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Knowledge of National Core Standards, Ideal Hospital Realization, Infection Prevention and Control programmes and Mental Health Care Act. Basic understanding of Human Resources Management and Financial Management policies and practices. Good verbal and written communication skills, time management, and report writing skills. Decision making, analytical thinking, problem solving and report writing skills. Supervisory and change management skills. Interpersonal skills, conflict management skills, problem solving and decision making skills.
- DUTIES** : Demonstrate basic computer literacy as a support tool to enhance service delivery. Participate in planning, organizing and monitoring of objectives of the unit in line with strategic and operational plan of the institution. Ensure a comprehensive clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the legislative framework and National Core Standards. Supervise and ensure the provision of effective and efficient patient care through adequate nursing care. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Ensure provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and health care in the unit. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients. Ensure that all programs related to psychiatric nursing are implemented. Provide guidance and support in management of psychiatric patients. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Maintain professional growth/ethical standards and development

of self and personnel, by analyzing their needs, formulating and implementing the training and developmental strategies and monitoring its effectiveness. Ensure compliance to professionalism and ethical practice. Manage and monitor proper utilization of human resources, financial and physical resources. Monitor and evaluate staff performance (EPMDS) and deal with identified developmental needs. Exercise control over discipline and manage grievances and staff conflicts in terms of laid down policies and procedures. Provide a safe therapeutic environment as laid down by the Occupational Health and Safety Act and all other applicable prescripts. Manage complaints and patient safety incidents according to departmental policies. Ensure effective records management, data management and timeous submission of monthly reports Monitor and ensure that all nurses are licensed to practice. Perform duties as delegated by the supervisor and relief duties of the Assistant Manager's Office as requested.

- ENQUIRIES** : Ms. P.N. Mbelu Tel No: 039-2590 310, EXT: 111
- APPLICATIONS** : applications to be forwarded to the Human Resource Manager, Umzimkhulu Hospital, Private Bag X514, Umzimkhulu, 3297 or Drop Off in the application Box, Umzimkhulu Hospital
- FOR ATTENTION** : Mr. E.N. Bangani
- NOTE** : Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any Government Department OR from the website: www.kznhealth.gov.za Educational qualifications, SANC registration certificates, Driver's License, ID Copy, SANC receipts and proof of Experience will be requested from shortlisted candidates only, don't include in your application. The reference number must be indicated in the column provided on the form Z83, e.g. UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. It is applicant responsibility to have foreign qualifications and national certificate (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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply.
- CLOSING DATE** : 07 July 2023
- POST 21/654** : **ASSISTANT MANAGER NURSING MONITORING AND EVALUATION REF NO: AMN M&E 27/2023 (X1 POST)**
- SALARY** : R627 474 per annum. Other Benefits: medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements.
- CENTRE** : Eshowe District Hospital
- REQUIREMENTS** : Grade 12/Standard 10 / Matric. National Diploma/ Degree in nursing that allow evaluation in health care environment. A minimum of 8 years Appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. 3 years of the period referred to above must be appropriate / recognised experience at Management level. Current registration with South African Nursing Council (SANC). NB: Certificate of service from previous employers, verification of employment from current employer, which must be endorsed and signed by Human Resource Management, will only be requested for submission from shortlisted candidates. Knowledge, skills, training and competencies required: Knowledge of the legislative, policy and M&E Framework informing health service delivery. Knowledge of legislation and planning framework. Knowledge of hospitality quality assurance. Knowledge of infection prevention control practices. Knowledge of Health Facility functions and operations. Understand HR policies and practices and staff relations, knowledge of DHMIS policy, SOP and relevant information system. Understanding of Financial Management, Knowledge of Data management, Knowledge of M&E principles. Ability to

critical analyse complex information and to interpret that in relation to performance, health outcome relevant to institutions, and performance. Strong leadership and management skills. Planning and organising skills. Project Management Skills

DUTIES

: Administer evidence /results –based monitoring and evaluation system in the institution as well as feeder facilities within the Provincial M&E Framework and monitor research activities in the institution. Implement the M&E Framework at facility level and monitor of implementations at feeder clinics. Coordinate development of the operation plan in the institution with input from all departments in the facility. Monitor compliance with implementing the M&E Framework, Data Management Policy and SOS, Quality Assurance and Infection Prevention and Control policy and guidelines. Monitor implementation of plans to promote clean audits. Monitor and evaluate staff performance EPMSD and deal with identified developmental needs. Exercise control over discipline and manage grievances and staff conflicts in terms of laid down policies and procedures.

ENQUIRIES

: Acting Chief Executive Officer Tel No: (035) 4734500

APPLICATIONS

: Direct your application quoting the relevant reference number to: The Chief Executive Officer Eshowe District Hospital, Private Bag X504 Eshowe, 3815. Hand delivered applications may be submitted to the Human Resource Section, Eshowe District Hospital, before 16H00 on or before the closing date.

FOR ATTENTION

: Mrs GZ Dube: Human Resource Manager

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. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates only, which may be submitted to Human Resources on or before the day of the interview. No faxed or e-mailed applications will be considered. The Department reserves the right not to fill the post after advertisement. The appointments are subject to positive outcomes obtained from the Pre-Employment checks which will be conducted by the Department for the following i.e. Security Clearance/vetting, Security clearance for criminal records, credit records, (Financial, assets records etc.), validation of identity document, drivers licence, professional driving permit (where required). Citizenship/permanent residency, Company Intellectual Property Commission (CIPC)-Business Interests, verification of Education qualifications by the South African Qualifications Authority (SAQA), verification of employment history/reference checks-previous experience from employers. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. "People with disabilities should feel free to apply. Short listed candidates will not be compensated for Subsistence and Travelling claims(S&T).

CLOSING DATE

: 07 July 2023

POST 21/655

: **OPERATIONAL MANAGER NURSING (SPECIALTY) MATERNITY SECTION REF NO: PHO 11/2023**

SALARY

: Grade 1: R627 474 – R703 752 per annum. Other Benefits: 13th Cheque, Inhospitable Area Allowance of 8%, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)

CENTRE

: Pholela CHC

REQUIREMENTS

: Senior Certificate/ Grade 12 or equivalent certificate. Basic R425 qualifications i.e. Degree/Diploma in Nursing that allows registration with the South African Nursing Council as Professional Nurse and Midwifery plus; A post basic nursing qualification in Advanced Midwifery and Neonatal Nursing Science with a duration of at least one year, accredited with the South African Nursing Council in Advanced Midwifery and Neonatal Nursing Science; Minimum of 09 years appropriate experience after registration as a professional nurse with South African Nursing Council in General Nursing; At least 05 years of the period referred to above must be recognizable experience in Advanced Midwifery and Neonatal Nursing Science after obtaining 01 year post basic qualifications in Advanced Midwifery and Neonatal Nursing Science. Current registration with SANC-2023 SANC receipt. Knowledge, Skills and Competences: Knowledge of Public Service Policies, Acts and Regulation. Knowledge of SANC rules and regulations. Good communication, leadership,

interpersonal and problem solving skills. Basis understanding and knowledge of HR and Financial policies. Conflict management and negotiation skills. Decision making and problem solving skills. Skills in organizing, planning and supervising. Knowledge of Batho Pele Principles and Patients' Rights Charter. Sound knowledge of scope of practice.

DUTIES

: Co-ordinate optimal, holistic and specialized nursing care provided within the set standards and a professional/legal framework. Provision of quality nursing care through the implementation of standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To develop and ensure implementation of nursing care plans. Coordinate the provision of effective training and research. Attend mortality meetings monthly and ensure that avoidable factors are addressed. Identify, develop and control risk management systems within the unit. Uphold the Batho-Pele and Patient's Charter Principles. Provide a safe, therapeutic environment as set laid down by Nursing Act, Occupational health and Safety Act and all other applicable prescripts. Ensure ongoing education and in-service training of EMTCT, BFHI and ESMOE. Ensure the use of maternal and child updated protocols and guidelines in the institution. Implement standards, practices and indicators for maternal and child health care and CARMA. Improve availability of PMTCT. Maintain accurate and complete patient records according to legal requirements. Exercise control over discipline, grievance and Labour Relations issues according to the laid down policies and procedures. Manage and supervise effective utilization and maintenance of equipment and its accessories needed for maternity ward. Implementation and management of Infection Prevention and Control protocols. Monitor, report and investigate any patient safety incidents and develop control measures. Participate in Employee Performance Management and Development System [EPMDS]. Participate in insure implementation of National Core Standards, Clinics audits, National Health Priorities, Quality improvement initiatives including National Priority Program Plans.

**ENQUIRIES
APPLICATIONS**

: Mrs. TF Nzimande Tel No: 039-8329491
: Direct your application quoting the relevant reference number to: Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.

NOTE

: The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznheath.gov.za. Comprehensive CV (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Faxed and e-mailed applications will NOT be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must bring their evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders to bring documentary proof during the interview process. The appointments are subjected 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) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatives in all level of all occupational categories in the department. People with disabilities are encouraged to apply.

CLOSING DATE

: 07 July 2023

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| <u>POST 21/656</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 X 528, 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 indicates in the column provided in the Z83, e.g. SAP2/2010.The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (Vetting), criminal clearance, credit records, citizenship), verification of educational Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be Acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department). "People with disabilities should feel free to apply. "NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims. |
| <u>CLOSING DATE</u> | : | 07 July 2023 |

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| <u>POST 21/657</u> | : | <u>OPERATIONAL MANAGER NURSING (PHC) REF NO: THAF/OPE/09/2023 (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> | : | Thafamasi 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 x 528, 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 indicates in the column provided in the Z83, e.g. SAP2/2010.The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (Vetting), criminal clearance, credit records, citizenship), verification of educational Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be Acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department). "People with disabilities should feel free to apply. "NB: Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims. |
| <u>CLOSING DATE</u> | : | 07 July 2023 |

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| <u>POST 21/658</u> | : | <u>OPERATIONAL MANAGER NURSING (PHC) MOBILE CLINIC REF NO: PHO 12/2023</u> |
| <u>SALARY</u> | : | Grade 1: R627 474 – R703 752 per annum. Other Benefits: 13th Cheque, Inhospitable Area Allowance of 8%, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements) |
| <u>CENTRE REQUIREMENTS</u> | : | Pholela CHC Senior certificate/ Grade 12 or equivalent certificate, Basic R425 qualification i.e Degree/Diploma in Nursing qualification that allows registration with the South African Nursing Council as Professional Nurse plus; A post basic nursing qualification in Primary Health Care with a duration of at least one year accredited with the South African Nursing Council in PHC plus; Minimum of 09 years appropriate experience after registration as a professional nurse in with South African Nursing Council in General Nursing; At least 5 years of the period referred to above must be recognizable experience in PHC specialty after obtaining 1 year post basic qualification in PHC. Current registration 2021 with SANC as Profession Nurse. |
| <u>DUTIES</u> | : | Plan and organize the clinic, ensuring the MEC six priority areas are adhered to. Ensure waiting times are minimized. Implementation of priority programmes. Effective and financial utilization of human materials and financial resource. Effective management of crisis in the clinic. Ability to solve disputes. Ensure community involvement & participation. Ensure provision of preventive, promote, curative and rehabilitative health care. Ensure staff is developed. Educate patients, public and staff. Participate in outreach programmes. Monitor and evaluate staff performance in terms Employee Performance Management Development Systems (EPMDS). Provide a safe and therapeutic environment to practice safe nursing care. Collect, compile, verify and monitor Data. Knowledge, Skills and Competencies: Demonstrate in-depth understanding of nursing legislation and related legal and ethical nursing practice and how this impact on service delivery. Ability to manage own work, time and that of the junior colleagues to endure proper nursing service. Demonstration basic Financial and Human resource, school and family health policies and practices. Demonstrate sound knowledge of Labour relations management. Demonstrate effective communication with both internal and external clients. Able to produce written and verbal reports. Team building and leadership skills. Able to develop contacts build maintain a network of professional relations in order to enhance service delivery. Demonstration basic computer literacy and support tool to enhance service delivery. Leadership, decision making and problem solving skills. Sound knowledge of code of conduct. Team building and leadership skills. Policies formulation skills. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Mrs. N Willie Tel No: (039) 8329488 Direct your application quoting the relevant reference number to: Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00. |
| <u>NOTE</u> | : | The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznheath.gov.za . Comprehensive CV (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Faxed and e-mailed applications will NOT be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must bring their evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders to bring documentary proof during the interview process The appointments are subjected 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) and proof of experience. Please note that due to financial constraints no S&T |

will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatives in all level of all occupational categories in the department. People with disabilities are encouraged to apply. 07 July 2023

CLOSING DATE

:

POST 21/659

:

CHIEF DIAGNOSTIC RADIOGRAPHER GRADE 1 REF NO: APP/ 12/2023 (X1 POST)

Component: Medical

SALARY

:

Grade 1: R520 785 – R578 367 per annum. Other Benefits: 13TH Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 12%

CENTRE

:

Appelsbosch Hospital

REQUIREMENTS

:

Appointment Requirements for the posts Matric Certificate, Degree/National Diploma in Diagnostic Radiography. Only shortlisted candidate will submit proof of current registration with HPCSA (2023) as a Diagnostic Radiographer. A minimum of 3 -5 years appropriate/recognisable experience after registration as a Diagnostic. Knowledge, Skills, Training, and Competencies Required: Sound knowledge of Radiation control and safety measure. Sound knowledge of Diagnostic Radiography procedures and equipment. Knowledge of health and safety Acts. Good communication and interpersonal skills and ability to perform well within a team. Decision making and problem solving skills. Sound Knowledge of Public Service Human Resource policies and procedures including EPMDS. Ability to supervise junior staff, support staff and student radiographers.

DUTIES

:

Provide high quality Diagnostic Radiography services. To promote good health practices and ensure optimal care of patient. To execute all clinical procedures competently to prevent complications. To provide a 24 hours radiographic services including weekends and public holidays. To comply with safety radiation protection standards. To comply with and promote Batho Pele principles in execution of all duties for effective service delivery. To participate in departmental policies and procedure development. To participate in monthly departmental meetings and other activities when called upon. To participate and carry out EPMDS on members of staff allocated under your supervision. Be actively involved in In-service training, student training, peer review and CPD activities and supervision of support staff. Perform other duties as per delegation by radiography management. To comply with and promote Batho Pele principles in execution of all duties for effective service delivery. To insect and utilize equality assurance and quality improvement projects including the implementation of the National Core Standards.

ENQUIRIES

:

Dr EH Edwards: Medical Manager Tel No: (032) 2948000 or cell number 072 2610714

APPLICATIONS

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should be forwarded to: The Chief Executive Officer, P/Bag X215 Ozwathini, 3242.

FOR ATTENTION NOTE

:

Human Resource Manager

:

Applicants are encouraged to hand delivered or courier their applications this office will not be responsible for late or lost applications due to unreliable post office. Equity Target: African Male.

CLOSING DATE

:

14 July 2023

POST 21/660

:

CONTROL ENGINEERING TECHNICIAN GRADE A AND B REF NO: AMAJ11/2023

Component: Maintenance

SALARY

:

R499 275 - R843 486 per annum. Other Benefits: Medical Aid Optional, Home Allowance – Employee must meet prescribed requirements and 13th Cheque.

CENTRE

:

Amajuba Health District Office

REQUIREMENTS

:

Standard 10 / Grade 12. Degree / National Diploma in Mechanical / Electrical Engineering. Compulsory registration with ECSA as a Professional Engineering Technician (Mechanical). Valid code B Driver's License (Code8). Computer literacy (MS Office Software Applications). Recommendations: **Grade A:** Degree / National Diploma in Mechanical / Electrical Engineering plus six years post qualification, technical experience in GISc or equivalent qualification or as otherwise determined by the PLATO. **Grade B:** Degree / National Diploma in Mechanical / Electrical Engineering plus at least 22 years appropriate / recognizable experience in an area after obtaining the relevant

qualification (e.g. 3 or 4 years degree in GISc or equivalent qualification) or as otherwise determined by the PLATO. Knowledge, Skills, Behavioural Attributes and Competencies Required: Sound project management skills, analytical thinking, computer literacy, team building and training skill. Sound knowledge of all trades and engineering systems installed and used by health facilities and strong structural and technical ability across all disciplines including structural, electrical, mechanical, refrigeration and civil aspects. Sound knowledge of financial, human and labour relations management. An understanding of the challenges facing the public health sector. Ability to priorities issues and other work related matters and to comply with the time frames. Ability to work to specification, translate planning inputs to practical construction and maintenance results. High level of accuracy and quality. Interpretation of relevant policies. Understanding of building regulations and relevant by – laws. Effective external and internal communicator.

DUTIES

: Oversee the development and implementation of plans for upgrading or building of hospital buildings equipment, Forensic Mortuaries, EMS, Nursing Campus, Environmental Health, CHC, VCT, PMTCT, Park Homes and Clinics. Inspect and approve sites planned for the construction of new health facilities to establish the suitability thereof to the environment and surrounding infrastructure. Perform periodic inspection of building sites with engineering consultants to ensure that building practices comply with plans and specifications. Monitor that preventative maintenance is being conducted at all relevant health facilities and ensure planned and unplanned maintenance is carried out of appropriately and timely. Develop and review annual District infrastructure program implementation plans and budget planning for the sub component. Manage the District infrastructure budget to ensure that planned spending patterns meet planned time frames on maintenance including Hospitals, Clinics, Mortuaries and EMS Bases. Provide technical support to all Engineering and Artisan staff at Hospitals and related facilities. Manage District infrastructure and assume overall managerial responsibility for the supervision development and guidance of all infrastructure development Sub Component staff in the District. Support all PHC facilities and Hospitals to meet National Core Standards. Support all PHC facilities to meet Ideal Clinic standards.

ENQUIRIES APPLICATIONS

: Dr. A.M.E.T. Tshabalala Tel No: (034) 328 7000
 : All applications should be forwarded to: Mr. P.B. Sangweni: KZN Department of Health, Amajuba Health District Office, Private Bag X6661, Newcastle, 2940 OR Hand delivered to: 38 Voortrekker Street, Newcastle.

FOR ATTENTION NOTE

: Dr. A.M.E.T. Tshabalala
 : Applications must be submitted on the prescribed Application for Employment form (Z83) This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Application form (Z83) must be accompanied by detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other documents on application but must submit the Z83 and a detailed Curriculum, Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendation of the advert. 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 3 months after the closing date, they must accept that their applications were unsuccessful. Please note due to financial constraints, there will be no payment for S&T claims. African Males are encouraged to apply and people with disability also should feel free to apply. Employment Equity Target for this post is African Male, and people with disability may feel free to apply.

CLOSING DATE

: 07 July 2023

POST 21/661 : **CLINICAL PROGRAM COORDINATOR: QUALITY ASSURANCE REF NO: CL 05/2023 (X1 POST)**

SALARY : R497 193 per annum
CENTRE : Clairwood Hospital
REQUIREMENTS : Senior Certificate – Grade 12, Diploma / Degree in General Nursing, Registration Certificate with SANC.as a Professional nurse. A minimum of 7 years appropriate / recognizable experience in nursing after registration as a professional nurse with SANC as a General Nurse. Current SANC Receipt. Recommendations: Computer certificate and Driver's license. Knowledge of Public Service Policies, Acts and Regulations. Knowledge of SANC Acts, Rules and Regulations. Knowledge of Nursing Care processes and procedures, nursing statutes and other relevant legal frameworks. Good communication skills, verbal and written. Good leadership, interpersonal, problem solving, conflict management, decision making, coordinating, negotiation and facilitation skills. Knowledge and experience in implementation of Batho Pele Principals, Patient Right Charter, Code of Conduct and Labour Relations. Knowledge of National Core Standards and other relevant public service programmes.

DUTIES : Develop and implement Quality Assurance Programme, guidelines, protocols, norms and standards. Develop and implement Quality Assurance Operational Plan and participate in the development of Institutional Plan. Coordinator and facilitate the development of the institutional Quality Improvement Programme and monitor progress on implementation. Maintain and sustain norms, standard and good governance in clinical and non-clinical areas. Promote and facilitate the implementation of guidelines, standard operating procedures and polices. Review and evaluate patients medical records in line with the ideal Clinic and Regulated Norms and Standards. Facilitate Clinical audits and ensure implementation of action plans on identified gaps. Facilitate monitoring and timeous reporting of adverse events (Patients Safety Incidents) and ensure implementation of recommendations / action plans for the gaps identified. Monitor public relation activities (waiting time surveys, patient experience of care surveys and complaints management) Ensure effective communication on matters pertaining to quality. Attend and give input at different committee meetings on Quality related issues. Consult / advise facility on Quality matters. Attend facility relevant workshops and in-service training and give feedback to relevant staff members. Provide in-service training on relevant quality issues. Improve compliance to Regulated Norms and Standards. Ensure that institutional Regulated Norms and Standards self-assessments are conducted in all departments. Compile reports on Regulated Norms and Standards together with Clinical Governance Committee and submit to management team and all supervisors. Facilitate the development of Quality improvement plans for identified gaps. Monitor implementation of Quality improvement plans from Regulated Norms and Standards assessments on quarterly basis through Quality Assurance random departmental rounds and progress reports. Participate in District and Peer Review Regulated Norms and Standards assessments. Ensure timeous submission of monthly and quarterly reports to Management and or District Office. Conduct survey to all priority programmes within the institution and satellite clinics.

ENQUIRIES : Mr. T.G Mbanjwa Tel No: 031 451 5176
APPLICATIONS : applications may be sent to: Attention: Human Resource Department, Clairwood Hospital, Private Bag X04, Mobeni, 4060 or Hand deliver: 1 Higginson Highway, Mobeni, 4060

NOTE : The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay. Also notify all candidates that qualify for the post in this circular minute even if they are absent from their normal workplace. Directions to candidates, the following documents must be submitted: Applications for employment are required to complete and submit Z83 form (Obtainable at any Government Department or from website – www.kzn.health.gov.za) and Curriculum Vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. The reference number must be indicated in the column provided on the form Z83. Application for employment are not required to submit copies of qualification and other relevant documents on application but must submit Z83 form and detailed Curriculum Vitae (CV). The certified copies of qualification and other relevant documents will be requested from shortlisted candidates

only which may be submitted to HR on or before the day of the interview. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered. Please note that due to a large number of applications we envisage to receive, applications will not be acknowledged. However, should you not receive any response after two months of the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for this post. The appointment is subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC)

- CLOSING DATE** : 07 July 2023
- POST 21/662** : **CHIEF ARTISAN REF NO: GTN 20/2023 (X1 POST)**
- SALARY** : Grade A: R434 787 – R494 619 per annum. Other Benefits: 13th Cheque, Medical aid (optional), Housing allowance Employee must meet prescribed requirements
- CENTRE** : Greytown Hospital
- REQUIREMENTS** : Senior Certificate /Grade 12. N3 equivalent certificates in appropriate trade test Certificates in terms of section 13 (2) (h) of the Manpower Act 1981 as amended. Valid driver's license. Ten years post qualification experience required as an Artisan/ Artisan Forman. Project management, Technical design and analysis knowledge, computer literacy. Knowledge, skills, Training and Competences required. Make sure that all plumbing, electrical and carpentry works, including basic furniture repairs, and all new installations done by contractors. Make sure that all air conditionings are maintenance and are carried out effectively and efficiently. Have technical analysis knowledge. Have analytical skills problem solving and analysis. Team work and proactive. Knowledge of legal compliance, Technical report writing, Technical consulting Self-management. Planning and organising.
- DUTIES** : Manage Technical Services and Support in conjunction with technicians. Manage Artisan and associates in the field, Workshop and technical office activities. Manage human resource effectively and promote sound labour relations. Ensure promotion of safety in line with statutory and regulatory requirements (in accordance with OH&S Act 85/1993) and ensure quality assurance in line with Specifications. Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology ensuring quality assurance in line with specification. Provide and consolidate inputs to the technical operational plan, update registers and manage artisans and related personnel assets. Control and monitor expenditure according to budget to ensure efficient cash flow management. Manage Subordinates key performance areas by setting and monitoring performance. Standards and taking action to correct deviations in order to achieve hospital objectives. Maintain and advance expertise: continuous individual development to keep up with new technologies and procedures. Ensure compilation of annual Minor and Major Projects plan and ensure implementation of projects as per plan. Compile Monthly Maintenance projects progress report and present to relevant meetings. Liaise with relevant bodies/council on technical/engineering –related issues. To provide supervision and management of hospital infrastructure. To ensure effective, efficient utilization of hospital budget, compile detail specification for all projects and work, repairs by in house / outsourced service providers. Ensure, test and certify the maintenance of electrical, building, equipment and plants. Ensure implementation of QIP of the hospital and clinics based on NCS, Six priorities of the National Minister as well as Ideal Clinic Realisation and Maintenance Programme. Conduct random and Monthly routine inspection around the institution and visit all Clinics to perform inspections and compile reports. Ensure compilation of annual Maintenance service plan and ensure all Equipment and plant rooms are serviced as per plan. Monitor and ensure effective and efficient stock control for the institutional Workshop and Hub. Ensure, arrange and conduct site briefing meetings for institutions and Clinics for all projects and work. Facilitate Completion of daily time sheets and have completed job requests signed off by the end user. Facilitate allocation of Standby duties and after hours call out.
- ENQUIRIES** : Mr. MR Mosikili Tel No: (033) 4139 400

APPLICATIONS : Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown,3250.

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

CLOSING DATE : 07 July 2023

POST 21/663 : **CLINICAL NURSE PRACTITIONER GRADES 1/2 (PHC STREAM)**
 Various Clinics

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 : Umlazi U 21 PHC Ref No: CNP/UMLU21/1/2023 (X6 Posts)
 PMMH GATEWAY Ref No: CNP/GAWA/1/2023 (X2 Posts)
 Ekuphileni PHC Ref No: CNP/EKU/1/2023 (X2 Posts)
 Nsimbini PHC Ref No: CNP/NSI/1/2023 (X1 Post)
 Kwamakhutha PHC Ref No: CNP/KWAM/1/2023 (X1 Post)
 Umzomuhle PHC Ref No: CNP/UMZ/1/2023 (X2 Posts)
 Odidini PHC Ref No: CNP/ODI/1/2023 (X3 Posts)
 Umlazi K PHC Ref No: CNP/UMLK/1/2023 (X3 Posts)
 Nkwali PHC Ref No: CNP/NKWA/1/2023 (X1 Post)
 Mfume PHC Ref No: CNP/MFU/1/2023 (X1 Post)
 Umnini PHC Ref No: CNP/UMN/1/2023 (X1 Post)
 Danganyani PHC Ref No: CNP/DAN/1/2023 (X1 Post)
 Magabheni PHC Ref No: CNP/MAG/1/2023 (X2 Posts)
 Folweni PHC Ref No: CNP/FOL/1/2023 (X3 Posts)
 Umlazi D Clinic Ref No: CNP/UMLD/1/2023 (X6 Posts)
 Umlazi V PHC Ref No: CNP/UMLV/01/2023 (X1 Post)
 Mobile Clinic Ref No: CNP/MOBC/01/2023 (X1 Post)
 Ezimwini PHC Ref No: CNP/EZIM/01/2023 (X1 Post)
 Umbumbulu PHC Ref No: CNP/UMBU/01/2023 (X1 Post)

REQUIREMENTS : 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 with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Current Registrations with SANC as Professional Nurse. 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 Primary Health Care. Recommendation: Valid driver's license with PDP for Mobile clinic. Knowledge, Skills Training and Competencies Required: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies. Sound knowledge of the health programmes run at the PHC level. Sound knowledge of the National core Standards and data

DUTIES

: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing and data management. Assist the unit manager/ Operational Manager with overall management and necessary support for effective functioning of the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Implement and advocate for preventive and promotive health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Supervision of patients and provision of basic patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the therapeutic environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Ensure that programme specific data collected is timeous and accurate. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care. Refer patients promptly according to the set guidelines, protocols, policies. Ensure proper utilization and safe keeping of basic medical, surgical and pharmaceutical stock. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

**ENQUIRIES
APPLICATIONS**

: Ms M Mlotshwa Tel No: (031) 907 8133
: applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 2nd Floor white application box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060

**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-vacansies. 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 e.g. Reference number PMMH/MO/INTEMED/01/2023. 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.)

CLOSING DATE : 07 July 2023

POST 21/664 : **PROFESSIONAL NURSE (PAEDIATRIC SPECIALTY) GRADE 1 OR 2 REF NO: GTN 21/2023 (X1 POST)**

SALARY : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefit: Rural Allowance, 13th Cheque, Medical Aid (Optional), Housing allowance (must meet prescribed requirements)

CENTRE REQUIREMENTS : Greytown Hospital
: Senior Certificate (grade 12). 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. Current registration with SANC as a General Nurse, Midwifery and Child Nursing Science (2023). Current and previous experience endorsed by Human Resource Department. 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 in Child Nursing science. **Grade 2:** A minimum of fourteen (14) years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with S.A.N.C. 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, Training and Competencies Required: Demonstrate effective communication with patients, supervisors and other clinicians, including report within required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively co-operatively, amicably with person of diverse intellectual, cultural, racial or religious differences. Able to plan organise own work and that of support personnel to ensure proper nursing care. A Sound knowledge of the Provincial Health Act of 2000, the Nursing Act, Occupational Health and safety Act of 1995.

DUTIES : Provider 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 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 learning opportunity for all nursing categories. To maintains 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 APPLICATIONS : Ms P.P.L Nkala Tel No: (033) 4139 410
: Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown,3250.

FOR ATTENTION NOTE : Mrs Z.J Ngobe
: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). Failure to comply with the above instructions will disqualify the applicants. The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks

(criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

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| <u>CLOSING DATE</u> | : | 07 July 2023 |
| <u>POST 21/665</u> | : | <u>PROFESSIONAL NURSE SPECIALTY – OBSTETRICS & GYNAECOLOGY</u> <u>REF NO: GJGM43/2023 (X1 POST)</u> Component: Nursing Management Services |
| <u>SALARY</u> | : | Grade 1: R431 265 per annum Grade 2: R528 696 per annum Other benefits: 8% Inhospitable Allowance, 13 th cheque, medical Aid (Optional) and housing allowance |
| <u>CENTRE</u> | : | General Justice Gizenga Mpanza Regional Hospital |
| <u>REQUIREMENTS</u> | : | Grade 1: Diploma/ Degree in General Nursing and Midwifery. One year post basic qualification in Midwifery and Neonatal Nursing Science (Advanced Midwifery). A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery. Grade 2: Diploma in General Nursing and Midwifery. One year post basic qualification in Midwifery and Neonatal Science (Advanced Midwifery). SANC 2022 receipt. A minimum of fourteen (14) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least ten (10) years of the period referred to the above must be appropriate/recognizable experience in the Obstetric and Gynae specialty after obtaining the one (1) year post-basic qualification in Advanced Midwifery. (employee must meet prescribed requirements). Knowledge, Skills and Competencies: Knowledge of Nursing Care, Processes and Procedures, Nursing Statues and other relevant legal frameworks such as Nursing Acts, Health Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Codes and Procedures in the Public Service. Leadership, organizational, decision making, problem solving and interpersonal skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, Assertive and must be a team player. |
| <u>DUTIES</u> | : | Provision of optimal, holistic specialized nursing care with set standards and within a Professional legal framework. Ensuring clinical nursing practice by the nursing team in accordance with the Scope of Practice and nursing standards as determined by the relevant health facility. Implement activities aimed at the improvement of women's health. Ensure high quality nursing care is rendered to all clients accessing maternal services in the facility by considering CARMA objectives, ESMOE, KINC, Helping Babies Breath (HBB)and safe Caesarian checklist. Ensure that other antenatal care programmes i.e. BANC are implemented to enhance antenatal care to all pregnant women. Ensure implementation and integration of HAST programmes in O&G departments within the facility. Ensure accurate and proper record keeping for statistic purposes. Ensure adherence to the principles of IPC practices in the unit. Assess and identify the relationship between normal physiological and specific system alterations associated with problems, disorders and treatment in the pregnancy, labour, puerperium and neonates. Plan, implement, management and monitor according to identified problems. Implement plan of action in obstetric emergency situations according to protocols and guidelines. Evaluate the response to management. Participate in training, monitoring and research with a view to increasing the body of knowledge in the midwifery practice. Able to identify, report and assist doctors in the management of obstetrics emergencies. Ensure compliance to quality, IPC, Ideal Hospital realization and maintenance (IHRM) and Norms and Standards. Promote, instil and maintain discipline, professionalism and work ethics among employees. Manage the utilization and supervision of resources. Demonstrate an in depth |

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| | | understanding of legislation and related ethical nursing practices and how this impact on service delivery. Maintain a constructive working relationship with multidisciplinary team members. |
| <u>ENQUIRIES</u> | : | Matron DS Khanyezi (Assistant Nurse Manager) Tel No: (032) 4376382 |
| <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>FOR ATTENTION</u> | : | Mr. T Latha |
| <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). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. 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> | : | 07 July 2023 |
| <u>POST 21/666</u> | : | <u>PROFESSIONAL NURSE SPECIALTY GRADE 1 REF NO: APP/13/2023</u> |
| <u>SALARY</u> | : | R431 265 - R497 193 per annum. Benefits: 13th Cheque, medical aid (optional) and 8% rural allowance. |
| <u>CENTRE</u> | : | Maternity: Appelsbosch Hospital |
| <u>REQUIREMENTS</u> | : | Grade 12 (Senior Certificate) Degree/Diploma in General Nursing and Midwifery. A post basic qualification with a duration of (01) year accredited with SANC in Advance midwifery Proof of current registration with SANC (2023 receipt). only for shortlisted candidates will submit proof. Experience: A minimum of 04 years appropriate/ recognizable experience after registration as a Professional Nurse with SANC in General Nursing. And 1 year post basic qualification in the relevant specialty. Only for shortlisted candidate will submit Proof of previous and current work experience endorsed and stamped by Human resource department (Certificate of service). Knowledge, Skills, Training and Competences: knowledge and insight into nursing processes and procedures. Nursing status and other relevant Public service Acts. Decision making. Knowledge and implementation of Batho-Pele. Supervisory skills. Good verbal, writing and communication skills. Facilitation and coordination. Problem solving skills. Knowledge of SANC Rules and Regulations Ability to plan, organize and manage conflicts. Basic financial management skills knowledge of human resource management personal Attitude, Responsive, professionalism, Supportive, Assertive and Team player role leadership and supervisory skills. |
| <u>DUTIES</u> | : | Provide comprehensive quality nursing care to patients/clients in a specialty unit in a cost-effective and efficient manner. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Conduct |

ESMOE and HBB drills. Educate and encourage breast feeding to pregnant women and post-natal. To implement all MNCWH and N programmes. Demonstrate compliance with Nursing Act and SANC regulations. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs requirements and expectations (Batho Pele).

ENQUIRIES : Mrs S.N Mchunu Tel No: (032) 2948000
APPLICATIONS : Appelsbosch Hospital, P/Bag x 215, Ozwathini, 3242.
FOR ATTENTION : Human Resource Manager
NOTE : Applicants are encourage to hand delivered or courier their applications this office will not be responsible for late or lost applications due to unreliable post office. Equity Target: African Male

CLOSING DATE : 14 July 2023

POST 21/667 : **PROFESSIONAL NURSE SPECIALTY GRADE 1 REF NO: APP/14/2023**

SALARY : R431 265 - R497 193 per annum. Benefits: 13th Cheque, medical aid (optional) and 8% rural allowance.

CENTRE : Theatre: Appelsbosch Hospital
REQUIRMENTS : Grade 12 (Senior Certificate) Degree/Diploma in General Nursing and Midwifery. A post basic qualification with a duration of (01) year accredited with SANC in Operating Theatre Proof of current registration with SANC (2023 receipt). only for shortlisted candidates will submit proof. Experience: Grade 1 A minimum of 04 years appropriate/ recognizable experience after registration as a Professional Nurse with SANC in General Nursing. And 1 year post basic qualification in Theatre specialty. Only for shortlisted candidate will submit Proof of previous and current work experience endorsed and stamped by Human resource department (Certificate of service). Knowledge, Skills: Sound knowledge of legislation and regulations guiding nursing practice. Good verbal, writing and communication skills. Demonstration a basic understanding of human resource and financial policies and practices. Facilitation and coordination. Problem solving skills. Knowledge of SANC Rules and Regulations Ability to plan, organize and manage conflicts. Responsive, professionalism, Supportive, Assertive and Team player role leadership and supervisory skills.

DUTIES : Provide comprehensive quality nursing care to patients/clients in a specialty unit in a cost-effective and efficient manner. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Work hand in hand with multidisciplinary team in prevention of medico-legal hazards in Operating Theatre. Maintain complete and accurate nursing and client records. Be pro-active and review nursing interventions. Create and provide learning opportunities for professional growth. Participate in nursing audits. Adhere to Batho Pele principles Patients right charter. Assist with PMDS. Render Quality nursing care to clients and ensure provision of good infection control practices. Provide safe and therapeutic environment.

ENQUIRIES : Mrs. GM Sokhela Tel No: (032) 294 8000
APPLICATIONS : should be forwarded to: Appelsbosch Hospital, P/Bag x 215 Ozwathini, 3242.
FOR ATTENTION : Human Resource Manager
NOTE : Applicants are encouraged to hand delivered or courier their applications this office will not be responsible for late or lost applications due to unreliable post office. Equity Target: African Male

CLOSING DATE : 14 July 2023

POST 21/668 : **PROFESSIONAL NURSE (SPECIALTY STREAM) REF NO: UMZ07/2023 (X2 POSTS)**

SALARY : R431 265 per annum. 13th cheque, housing allowance (employee to meet Prescribed requirements), medical aid (optional).

CENTRE : Umzimkhulu Hospital
REQUIREMENTS : Senior Certificate/Matric or equivalent qualification. Degree/Diploma in General Nursing or equivalent qualification that allows for registration as a Professional Nurse. Certificate of registration with the South African Nursing Council as a Professional Nurse One (1) year Post Basic qualification in Psychiatric Nursing Science/Advanced Psychiatric Nursing. A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Current registration with

South African Nursing Council (2023 SANC receipt). Certificate of service which is obtainable from your Human resource office, previous or current experience. Knowledge and insight into nursing care processes and procedures, nursing statutes and relevant legal frameworks. Knowledge of National Core Standards, Ideal Hospital Realization, Infection Prevention and Control programmes and Mental Health Care Act. Knowledge of SANC rules and regulations. Knowledge of Batho Pele Principles and Patients' Right Charter. Good verbal and written communication and report writing skills. Decision-making, problem-solving skills and conflict management skills. Ability to function as part of a team.

DUTIES

: Execute duties and functions with proficiency within the prescripts of applicable legislation. Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Ensure that all programs related to psychiatric nursing are implemented. Provide nursing care that leads to improved service delivery by upholding Batho Pele Principles. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Ensure and advocate for provision and supervision of patients 'needs. Maintain accurate and complete patient records according to legal requirements. Participate in the analysis, formulation and monitoring of objectives, policies and procedures including quality improvement programmes and clinical audits to ensure good practices. Manage and supervise effective utilization of all resources e.g. Human, Financial and material resources. Exercise control over discipline, grievance and labour relations issues. Assist with performance reviews i.e. EPMDS as well as student progress reports. Ensure the provision of a safe and therapeutic environment for patients, staff and public through implementation of Infection Prevention and Control standards, Occupational Health and Safety Act and prevention of medical/legal risks. Ensure the provision of accurate statistical information for data management. Participate in implementation of the National Core Standards. Maintain professional growth/ethical standards and self-development.

ENQUIRIES

: Ms. P.N. Mbelu Tel No: (039) 2590 310, EXT: 108

APPLICATIONS

: Applications to be forwarded to the Human Resource Manager, Umzimkhulu Hospital, Private Bag X514, Umzimkhulu, 3297 or Drop Off in the application Box, Umzimkhulu Hospital

FOR ATTENTION

: Mr. E.N. Bangani

NOTE

: Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any Government Department OR from the website: www.kznhealth.gov.za Educational qualifications, SANC registration certificates, Driver's License, ID Copy, SANC receipts and proof of Experience will be requested from shortlisted candidates only, don't include in your application. The reference number must be indicated in the column provided on the form Z83, e.g. UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. It is applicant responsibility to have foreign qualifications and national certificate (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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply.

CLOSING DATE

: 07 July 2023

POST 21/669

: **PROFESSIONAL NURSE-SPECIALTY STREAM REF NO: MURCH 27/2023 (X5 POSTS)**
Re Advertisement

SALARY

: Grade 1: R431 265 per annum
Grade 2: R528 220 per annum

**CENTRE
REQUIREMENTS**

Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
Murchison Hospital (Maternity)
Senior Certificate, Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Advance Midwifery and Neonatal Nursing Science, Current Registration with SANC as General Nurse and Midwife. Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing and Midwifery. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing and Midwifery, of which at least 10 years must be appropriate / recognizable experience Maternity services, after obtaining the one year post basic qualification in the relevant specialty. Knowledge, Skills and Competencies: Knowledge of nursing care and processes and procedures. Knowledge of Public service regulations. Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness. Knowledge of SANC rules and regulations. Knowledge of Batho Pele Principles and patients' rights charter.

DUTIES

Must be able to handle obstetric and emergencies and high risk conditions. To execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures including PMTCT. To participate in quality improvement programmes and clinical audits. Uphold Batho Pele and patients' rights principles. Provide a safe, therapeutic environment as laid down by the Nursing act. Maintain accurate and complete patient records according to legal requirements. Exercise control over discipline, grievance and labour relations issues. Manage and supervise effective utilization of all resources e.g. Human, Financial, material etc. Implementation and management of infection control and prevention protocols. Assist with performance reviews i.e. EPMDs as well as student progress reports. Show understanding of Perinatal Problem Identification programme. Analyze reports and utilize the information to improve the health status of women. Ensure the implementation of saving mothers, saving babies recommendation

**ENQUIRIES
APPLICATIONS**

Mrs. CN Mkhwanazi Tel No: (039) 6877311 ext. 127
all applications should be forwarded to: Chief Executive Officer P/Bag X701 Portshepstone 4240 or Hand Delivered To: Human Resources Department Murchison Hospital

NOTE

The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 21/2023. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution). If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

- CLOSING DATE** : 07 July 2023
- POST 21/670** : **CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE STREAM - REF NO: MURCH-THONJ 09/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 per annum
Grade 2: R528 220 per annum
Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) and 12% Rural Allowance
- CENTRE REQUIREMENTS** : Murchison Hospital – Thonjeni 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. Current SANC receipt, previous work experience / Certificate of service endorsed by your Human Resource Department on an official letterhead. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional with SANC in general nursing. Certificate of service from previous and current employer endorsed and stamped by HR shortlisted candidate. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Certificate of service from previous and current employer endorsed and stamped by HR. Knowledge, Skills and Competencies: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies.
- DUTIES** : Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist the unit manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic. Promote preventive and promotive health for clients and the community in the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Must be able to handle obstetric and emergencies and high risk conditions. Ability to plan and organise own work and that of support personnel to ensure proper nursing care in the clinic. To provide nursing care that leads to improve service delivery by upholding Batho Pele principles. Maintain clinical competencies by ensuring that scientific principles of nursing are implemented in the clinic. Supervision of patients and provision of basis patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutical environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observation of patients in the clinic. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care. Ensure proper utilization and safe keeping of basic medical, surgical pharmaceutical and stock.
- ENQUIRIES APPLICATIONS** : Mr LG Nyawo Tel No: (039) 6877311 ext. 130
: all applications should be forwarded to: Chief Executive Officer P/Bag X701 Portshepstone, 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 04/2023. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the

following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution). If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

- CLOSING DATE** : 07 July 2023
- POST 21/671** : **PROFESSIONAL NURSE- SPECIALTY REF NO: GS 50/23 (X1 POST)**
Component: Nursing- Advanced Midwifery & Neonatology
- SALARY** : Grade 1: R 431 265 per annum, Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
Grade 2: R528 696 per annum, Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional
- CENTRE REQUIREMENTS** : Grey's Hospital- Pietermaritzburg
Grade 12 Certificate. Degree / Diploma in General Nursing and Midwifery. Current Registration with SANC. A minimum of 4 years appropriate / recognizable experience after registration as Professional Nurse with the SANC in General Nursing Plus One Year Post Basic Qualification in Advanced Midwifery and Neonatology. Only Shortlisted candidates will be required to submit proof of experience/ service certificate endorsed by HR Department.
Grade 1: Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing Grade, plus one year Post Basic qualification in the relevant Speciality. **Grade 2:** Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the speciality after obtaining the one year post basic qualification in the relevant speciality. Knowledge, Skills and Experience: Knowledge of Public Service Policies, Acts and Regulations. Knowledge of code of conduct, Labour Relations, Conflict Management and negotiation skills. Ability to function with a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and patients' rights charter.
- DUTIES** : Provision of quality nursing care through the implementation of standards. To develop and ensure implementation of nursing care plans. To participate in quality improvement programmes and clinical audit. Maintain accreditation standards through quality improvement and infection control standards and guidelines. To uphold the Batho Pele and patients' rights charter principles. Maintain accurate and complete patient records according to legal requirements. Participate in staff, student and patient teaching. Ensure ongoing education and in-service training of EMTCT, BFHI and ESMOE. Participate in the implementation of priority programmes to reduce morbidity and mortality rate, communicable and non-communicable diseases. Ensure the use of Material and Child updated protocols and guidelines in the hospital. Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures. Manage and supervise effective utilization of all resources e.g. human, financial, material.
- ENQUIRIES APPLICATIONS** : Mr F.S. Matibela Tel No: (033) 897 3331
applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200
- FOR ATTENTION NOTE** : Mrs M. Chandula
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. Additionally: The new Application for Employment Form (Z83) is obtainable from any Government Department OR from the website – www.kznhealth.gov.za. Applicants must utilize the most recent Application for Employment Form (Form Z83) as issued by the Minister for DPSA (gazetted on 06 November 2020) in line with

regulation of 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. Applicants are required to complete and sign Z83, and also submit a detailed curriculum vitae (CV). All sections of the new Application for Employment Form (Z83) (except those sections that are not relevant to the applicant) must be completely, accurately and legibly filled in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicants are required to reflect information even if the same information is provided on the detailed CV. The Employment Equity Target for this post is: African Male, African Female, Coloured Male.

- CLOSING DATE** : 07 July 2023
- POST 21/672** : **CLINICAL NURSE PRACTITIONER GRADE 01/02 REF NO: PHO 13 /2023**
- SALARY** : Grade 1: R431 265 - R492 756 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefits: 13th Cheque, Inhospitable Area Allowance of 8%, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements) Pholela CHC (Mnyamana Clinic)
- CENTRE REQUIREMENTS** : Senior certificate (grade 12) or equivalent qualification plus Degree/ Diploma in general nursing or equivalent qualification that allows for registration with the SANC as a Professional Nurse. A post basic Nursing qualification in Primary Health Care with duration of 01(one) year accredited with South African Nursing Council. Current SANC receipt-2023. **Grade 1:** A minimum of four (4) years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing and Midwife. **Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing and Midwife. At least 10 years of the period referred to above must be appropriate / recognizable experience in Primary Health Care specialty after obtaining the one year post basic qualification in Primary health Care.
- DUTIES** : Provision of quality comprehensive community health care. Demonstrate communication with patients, supervisor and other clinicians including report writing. Provision of administrative, educational and clinical services. Assist the Operational Manager with overall management and necessary support for effective functioning of the clinic. Conduct health education to the community. Work as part of multidisciplinary team to ensure good Nursing care. Implement and advocate for preventive, promotive, curative and rehabilitative health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Refer patients promptly according to the set guidelines, protocols and policies. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care. Participate in Employee Performance Management and Development System (EPMDS). Assist in Data management. Knowledge, Skills, Training and Competencies: Knowledge of Nursing legislation and related legal and ethical nursing practices eg. Nursing Act, Health Act etc. Communication skills, written and spoken. Interpersonal relations and diversity management skills. Planning, organizing and execution skills. Knowledge of SANC Rules and Regulations. Good communication, Leadership, Interpersonal and Problem solving skills. Basic understanding and knowledge of HR and Financial policies. Decision making and problem solving skills. Skills in organizing, planning and supervising. Sound Knowledge of scope of practice.
- ENQUIRIES APPLICATIONS** : Mrs. N Willie Tel No: (039) 8329488/9491
Direct your application quoting the relevant reference number to: Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.
- NOTE** : The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Comprehensive CV (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's license, proof

of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Faxed and e-mailed applications will NOT be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must bring their evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders to bring documentary proof during the interview process. The appointments are subjected 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) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatives in all level of all occupational categories in the department. People with disabilities are encouraged to apply.

- CLOSING DATE** : 07 July 2023
- POST 21/673** : **CLINICAL NURSE PRACTITIONER-MMC GRADE 01/02 REF NO: PHO 14 /2023**
- SALARY** : Grade 1: R431 265 per annum
Grade 2: R492 756 per annum
Other Benefits: 13th Cheque, Inhospitable Area Allowance of 8%, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Pholela CHC
: Senior certificate (grade 12) or equivalent qualification plus Degree/ Diploma in general nursing or equivalent qualification that allows for registration with the SANC as a Professional Nurse. A post basic Nursing qualification in Primary Health Care with duration of 01(one) year accredited with South African Nursing Council. Current SANC receipt-2023. A minimum of four (4) years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. Valid driver's license code 08 or 10. Recommendation: NIRMAART trained. MMC training.
- DUTIES** : Provision of high quality comprehensive Hast services in child and audits at PHC level. To provide outpatient Hast Services in Pholela CHC and catchment arrears. Participate in outreach services, educate and recruit for MMC services. To lead, training, coach and mentor staff on Hast services. Management of Resources Human and material to assist the Operational Manager. Provision of administrative duties. ART initiation of adults and children. Conducting male circumcision and assisting operational manager with management and delegation of work to staff. Increasing life expectancy by promoting cervical cancer screening, dual protection etc. Ensuring increase management of HIV, TB, PMTCT screening an all clients for HIV and TB including pregnant women Conducting PICT, ICDM and CCMDD program ensuring effectiveness of primary health care. In-service training of staff and compiling of duties to ensure availability of staff. ART initiation of client's pediatrics and adult's. Conducting male circumcision and assisting operational manager with management and delegations, Skills, Training and Competencies: Knowledge of Nursing legislation and related legal and ethical nursing practices eg. Nursing Act, Health Act etc. Communication skills, written and spoken. Interpersonal relations and diversity management skills. Planning, organizing and execution skills. Knowledge of SANC Rules and Regulations. Good communication, Leadership, Interpersonal and Problem solving skills. Basic understanding and knowledge of HR and Financial policies. Decision making and problem solving skills. Skills in organizing, planning and supervising. Sound Knowledge of scope of practice
- ENQUIRIES APPLICATIONS** : Mrs. TF Nzimande Tel No: (039) 8329488/9491
: Direct your application quoting the relevant reference number to: Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.

NOTE : The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznheath.gov.za. Comprehensive CV (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Faxed and e-mailed applications will NOT be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must bring their evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders to bring documentary proof during the interview process. The appointments are subjected 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) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatives in all level of all occupational categories in the department. People with disabilities are encouraged to apply.

CLOSING DATE : 07 July 2023

POST 21/674 : **PROFESSIONAL NURSE SPECIALTY- OCCUPATIONAL HEALTH NURSE REF NO: EGUM 23/2023**

SALARY : Grade 1: R431 265 – R497 193
Grade 2: R528 696 – R645 720 per annum
Plus: 13th Cheque / service bonus, Home owners Allowance (Employee must meet prescribed requirements) Medical Aid (Optional)

CENTRE REQUIREMENTS : E.G. & Usher Memorial Hospital
Professional Nurse Grade 1 (Specialty Nursing) Senior Certificate (Grade 12). Degree /Diploma in General nursing and Midwifery Plus 1 (one) year post basic qualification in Occupational Health. A minimum of 4 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC. Current registration with SANC as a General Nurse, and Occupational Health. A post basic qualification in Occupational Health with duration of at least 1 year, accredited with the South African Nursing Council. NB: Requirements (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted) Professional Nurse Grade 2 (Specialty Nursing) Senior Certificate (Grade 12). Degree /Diploma in General nursing and Midwifery PLUS 1 (one) year post basic qualification in Occupational Health A minimum of 14 years appropriate recognizable experience in nursing after registration as professional nurse with SANC in Occupational Health. Current registration with SANC as a General Nurse and Midwifery. A post basic qualification in Occupational Health with duration of at least 1 year, accredited with the South African Nursing Council. Knowledge, Skills, Training and Competencies Required Sound knowledge of Occupational Health & Safety Act no.85/1993, compensation for occupational injuries & Disease Act no. 130/1993 and other Public Service regulations Clinical & administrative knowledge in the field of Occupational Health nursing. Strong interpersonal, communication, and presentation skills Ability to make independents decision and adhere. Knowledge of infection prevention and control policies and risk management. Ability to upload high level of confidentiality Computer skills in basic programs.

DUTIES : Advice provide support and assistance to ensure optimal heath status for all employees in the institution and clinic Roll out occupational health programmes for hospital and clinics Conduct medical surveillance programme to all employees Execute all duties. Functions and responsibilities in compliance with occupational health and safety act 85 of 1993 and other relevant legislation Compile and submit occupation health statistics and report to the supervisor Render an optimal, holistic, specialized nursing care to employee,

maintain accurate staff records and submit reports to relevant stakeholders Advocate for proper health care treatment and willingness to respond to employee needs, requirements and expectation. Ensure the unit complies with infection prevention and control as well as occupational health and safety policies Maintain accreditation standard by ensuring compliance with national norms and standards Develop quality improvement plans, strategic plans , policies and procedures for the units Ensure that baseline medical surveillance, periodical and exit medical examinations are offered to all eligible employee Orientate, train and develop staff on occupational health matters within the sub-district.

**ENQUIRIES
APPLICATIONS**

: Mrs. O Mbangatha Tel No: (039) - 797 8100
 : Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

**FOR ATTENTION
NOTE**

: Human Resource Department
 : The following documents must be submitted: Application for Employment Form New (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed with experience 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

: 07 July 2023 @ 16H00 afternoon

POST 21/675

: **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 02/2023 (X2 POSTS)**

SALARY

: Grade 1: R431 265 – R497 193 per annum
 Grade 2: R528 696 – R645 720 per annum
 Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements, Inhospitable Allowance: 8%

**CENTRE
REQUIREMENTS**

: Naas Farm Clinic
 : Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. **Grade 1:** Experience: A minimum of 4 years appropriate

/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

DUTIES

: Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, Including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

**ENQUIRIES
APPLICATIONS**

: Mrs T.P. Magudulela Tel No: (034) 621 6217
 : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 OR Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080

**FOR ATTENTION
NOTE**

: Mrs DBP Buthelezi
 : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (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 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. Preference will be given to African Male.

CLOSING DATE

: 07 July 2023

POST 21/676

: **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 03/2023 (X1 POST)**

SALARY

: Grade 1: R431 265 – R497 193 per annum
 Grade 2: R528 696 – R645 720 per annum
 Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements, Inhospitalable Allowance: 8%

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| <u>CENTRE REQUIREMENTS</u> | : Thandani Clinic : Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. Grade 1: Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Grade 2: Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills. |
| <u>DUTIES</u> | : Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, Including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock. |
| <u>ENQUIRIES APPLICATIONS</u> | : Mrs B.A. Mbatha Tel No: (034) 621 6119 : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 OR Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080 |
| <u>FOR ATTENTION NOTE</u> | : Mrs DBP Buthelezi : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (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 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. Preference will be given to African Male. |

CLOSING DATE : 07 July 2023

POST 21/677 : **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 04/2023 (X1 POST)**

SALARY : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance:
Prescribed requirements to be met. Prescribed requirements, Inhospital Allowance: 8%

CENTRE REQUIREMENTS : Nellies Farm Clinic
Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. **Grade 1:** Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

DUTIES : Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

ENQUIRIES APPLICATIONS : Mrs T.P. Magudulela Tel No: (034) 621 6217
All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 OR Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080

FOR ATTENTION NOTE : Mrs DBP Buthelezi
Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (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 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. Preference will be given to African Male.

- CLOSING DATE** : 07 July 2023
- POST 21/678** : **CLINICAL NURSE PRACTITIONER REF NO: DANHC 05/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance:
Prescribed requirements to be met. Prescribed requirements, Inhospital Allowance: 8%
- CENTRE REQUIREMENTS** : Greenock Clinic
: Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. **Grade 1:** experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.
- DUTIES** : Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, Including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.
- ENQUIRIES APPLICATIONS** : Mrs T.P. Magudulela Tel No: (034) 621 6217
: All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 OR Hand

**FOR ATTENTION
NOTE**

delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080

: Mrs DBP Buthelezi
: Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (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 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. Preference will be given to African Male.

CLOSING DATE

: 07 July 2023

POST 21/679

: **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 06/2023 (X1 POST)**

SALARY

: Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements, Inhospitable Allowance: 8%

**CENTRE
REQUIREMENTS**

: Verdriet Clinic
: Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. **Grade 1:** Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

DUTIES

: Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors

and other clinicians, including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

- ENQUIRIES** : Mrs T.P. Magudulela Tel No: (034) 621 6217
- APPLICATIONS** : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 OR Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080
- FOR ATTENTION** : Mrs DBP Buthelezi
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (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 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. Preference will be given to African Male.
- CLOSING DATE** : 07 July 2023
- POST 21/680** : **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 07/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements, Inhospitable Allowance: 8%
- CENTRE** : Ladybank Clinic
- REQUIREMENTS** : Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. **Grade 1:** Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.
- DUTIES** : Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL

booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors and other clinicians, Including report writing. Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic. Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

- ENQUIRIES** : Mrs T.P. Magudulela Tel No: (034) 621 6217
- APPLICATIONS** : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 OR Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080
- FOR ATTENTION** : Mrs DBP Buthelezi
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (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 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. Preference will be given to African Male.
- CLOSING DATE** : 07 July 2023
- POST 21/681** : **ASSISTANT DIRECTOR: FACILITIES MANAGEMENT REF GJGM20/2023 (X1 POST)**
Component: Facilities management services
- SALARY** : R424 104 per annum. Other Benefits: 13th Cheque, Home Owners Allowance & Medical Aid. (To qualify: Employee must meet all the prescribed policy requirements)
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : Senior Certificate (Grade 12). Degree/Diploma in Public Management/Public Administration. At least Five (5) years' experience in Systems environment in which Three (3) years must be Supervisory experience in the Systems Management. Supervisory experience in the various components in the systems department. Unendorsed valid Code B drivers licence (code 8). Recommendation: Certificates: MS Office software applications i.e. Microsoft word, Microsoft excel, Microsoft PowerPoint and Microsoft Outlook. Knowledge, Skills and Competencies: PFMA & treasury regulations. Planning, organising, problem solving & decision making. Labour Relations, Abscondment and disciplinary procedures. Computer literacy. Management of resources. Management of Contracts. Human Resources & Financial Management.
- DUTIES** : Manage the provisions of all systems under your supervision ensuring high level of service delivery. Deputise the Deputy Director: Systems. Manage the following sections and ensuring optimal utilization of resources: Cleaning Services, Catering Services, Maintenance Services, Gardening Services, Mortuary Services, Housekeeping Services, Patient Administration, Security Services, Transport Services, Registry Services, Telecommunications Services, Accommodation Services, Waste Management Services and Health and Safety Services. Manage staff in terms of Employee Performance

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| | | Management & Development System (EPMDS). Ensure effective and efficient utilization of resources. Conduct risk and security analysis and inform the institutional risk management team. Develop, implement and monitor effective policies, protocols and practices. Contribute as a member of a multi-disciplinary Management team towards the effective management of the hospital. |
| <u>ENQUIRIES</u> | : | Mr SS Goba (Deputy Director: Facilities) Tel No: (032)4376156 |
| <u>APPLICATIONS</u> | : | 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 |
| <u>FOR ATTENTION</u> | : | Mr. T Latha |
| <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). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. 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> | : | 07 July 2023 |
| <u>POST 21/682</u> | : | <u>ASSISTANT DIRECTOR: FINANCE REF NO: (EMS/25/2023)</u> |
| <u>SALARY</u> | : | R424 104 – R508 692 per annum (other benefits: Medical Aid (Optional) 13th Cheque, Housing allowance (employee must meet prescribed requirements) |
| <u>CENTRE</u> | : | Emmaus Hospital |
| <u>REQUIREMENTS</u> | : | Senior Certificate (Grade 12). Degree/ Diploma in National Financial management, Accounting, Cost Management or equivalent qualification. Minimum of 3 years supervisory (salary level 7 or 8) experience in financial management. Knowledge & Skills: Possess thorough knowledge of laws, Regulations, Policies, Instruction, Practice Notes Public Finance Act, Treasury Regulations and Treasury Guidelines. Possess in depth knowledge of budget procedures and BAS. Have the ability to perform independently and under pressure. Have good communication and interpersonal relations. Be able to develop/implement policies and financial practices, be able to deliver and present formal day-to-day training course. Possess knowledge of basis HR matters including HR practices, labour relations, negotiations and dealing with conflict. Possess knowledge of procurement procedures and directives. Decision making skills. |
| <u>DUTIES</u> | : | Ensure that the departmental needs, strategic objectives and budget is aligned to APP. Ensure that the facility has an approved procurement plan improve supply chain management system. Develop and manage the budgeting in the institution inn consultation with hospital management and other stake holders in line with the department's strategy on financial management and other applicable prescripts by seeking to administer and coordinate the annual |

budget cycle. Improve financial management for the hospital and the clinics Ensure the implementation of the quality management framework and compliance to national core standards. Develop and customize guidelines for outsourcing non-core hospital functions and train line managers on the guidelines and their implementation. Judge the efficiency of distinctive financial system and control and justify procedures instruction and manuals in respect of financial administration. Ensure clearance of suspense account and proper debts management. Exercise overall control of the budget and expenditure of the institution as a responsibility manager in term of treasury instruction and as appointed by the head of department. Maintain adequate availability of stores supplies, maintain adequate availability of stores supplies and timely facilitate effective decision making.

**ENQUIRIES
APPLICATIONS**

: Mrs. MAN 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.

**FOR ATTENTION
NOTE**

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

CLOSING DATE

: 07 July 2023 @ 16:00

POST 21/683

: **DIAGNOSTIC RADIOGRAPHER GRADE 1, 2,&3 REF NO: VRH 21/2023**

SALARY

: Grade 1: R359 622 per annum
 Grade 2: R420 015 per annum
 Grade 3: R491 676 per annum
 Plus 17% rural allowance 13th Cheque Medical Aid (Optional) and GEHS (employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: Vryheid District Hospital
 : Matric or senior certificate or Grade 12 certificate. National Diploma/Degree in Diagnostic Radiography. Registration certificate with the Health Professions Council of South Africa (HPCSA).Current annual registration practice receipt (2023/2024) with the Health Professional Council of South Africa (HPCSA) as a Diagnostic Radiographer. **Grade 1:** No experience required after registration with HPCSA as Diagnostic Radiographer. **Grade 2:** Minimum of 10 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employee who perform community service, as required in South Africa. Minimum of eleven years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 3:** Minimum of 20 years' experience after registration with HPCSA in the relevant professions in respect of RSA qualified employee who performed community service, as required in South Africa. Minimum of 21 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Knowledge, Skills and Competencies: Sound knowledge of public services legislations. Sound knowledge of Radiation Protection Sound knowledge of Diagnostic Radiography practice and ethos. Sound knowledge of Diagnostic Radiography equipment policies, and protocols, Good communication and interpersonal skills.

DUTIES

: Provide high quality Diagnostic Radiography Service observing safe radiation protection standards. Provide radiation protection to patients, staff and the

public. Execute all clinical procedures competently to prevent complications. Provide and participate in Radiographic Service during weekends and Public holidays. Participate in quality assurance and quality improvement programs. Assist clinicians on radiography related matters. Perform clerical duties when necessary. Participate on the implementation of National Core Standard, Quality Assurance and Quality framework. Promote Batho Pele Principles in the execution of duties for service delivery

- ENQUIRIES** : Ms T.P. Ntombela (Assistant Director Radiography) Tel No: (034) 982 2111, EXT 5939
- APPLICATIONS** : All applications should be forwarded to: Assistant Director: HRM, Vryheid District Hospital, Private Bag X 9371, Vryheid, 3100 OR be hand delivered at Human Resource Office no 9
- 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 completed in full and accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. 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). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. African Males are encouraged to apply due to employment equity target.
- CLOSING DATE** : 07 July 2023
- POST 21/684** : **DIETICIAN REF NO: VRH 22/2023**
- SALARY** : R359 622 per annum. Plus 17% rural allowance 13th Cheque Medical Aid (Optional) and GEHS (employee must meet prescribed requirements)
- CENTRE** : Vryheid District Hospital
- REQUIREMENTS** : Grade 12 (Senior Certificate); Bachelor Degree in Dietetics Certificate of registration with HPCSA plus. Current registration with HPCSA (2023). A minimum of three (3) years' experience as a Dietician; Proof of current and previous work experience endorsed by Human Resource/Delegated person. Knowledge, Skills And Competencies: Sound Knowledge of dietetic principles including nutrition assessment and analysis; Excellent communication skills, human relations and ability to train staff within a team; Ability to work and maintain meaningful relationships with a diverse community; Knowledge of health and public service legislation, regulations and policies; Basic computer literacy to enhance service delivery; Effective communication with patients, supervisors, and other health professionals; Ability to work as part of a multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery Planning, organizing, leading, controlling, delegation, supervision of nutrition advisers, communication, motivation, decision making and problem solving skills and knowledge
- DUTIES** : To provide nutritional counselling and support to all patients requiring dietetic intervention Prescribe and authorize special diet products. Implement guidelines for the maintenance of healthy nutritional practices. Compile and implement information pamphlets on nutrition Ensure effective nutrition care is delivered to patients within the hospital and clinics. To monitor, evaluate and follow up all patients receiving nutrition intervention. Give expert advice on the nutrient content of food products to be purchased. To liaise with other staff members regarding the nutritional care of patients. To assist with training of staff in nutritional related issues with regards to HIV / AIDS. To contribute towards quality improvement within the dietetic department. To assist with

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| | | basic managerial departmental functions, including report writing and statistics collection. To educate other health care professionals on update Guidelines/ policies of nutritional issues. To make recommendations with regards to procedures for the effective functioning of the dietetic department. |
| <u>ENQUIRIES</u> | : | Dr FS Idika (Medical Manager Services) Tel No: (034) 9822111 EXT 5921 |
| <u>APPLICATIONS</u> | : | All applications should be forwarded to: Assistant Director: HRM, Vryheid District Hospital, Private Bag X 9371, Vryheid, 3100 OR be hand delivered at Human Resource Office no 9 |
| <u>NOTE</u> | : | 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 completed in full and accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. 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). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. African Males are encouraged to apply due to employment equity target. |
| <u>CLOSING DATE</u> | : | 07 July 2023 |
| <u>POST 21/685</u> | : | <u>OPTOMETRIST REF NO: NMH/OPT/2023 (X1 POST)</u> |
| <u>SALARY</u> | : | Grade 1: R359 622 – R408 201 per annum Grade 2: R420 015 – R477 771 per annum Grade 3: R491 676 – R595 251 per annum |
| <u>CENTRE</u> | : | Niemeyer Memorial Hospital |
| <u>REQUIREMENTS</u> | : | Grade 12 Certificate and Bachelor's degree of Optometry. An appropriate qualification that allows for the required registration with the Health Professionals Council of South Africa (HPCSA) as an Optometrist. Current registration with HPCSA as an Optometrist (2023/2024). Proof of current and previous working experience endorsed by Human Resource Department (Certificate of Service) will only be requested to shortlisted candidates. Grade 1: No experience after registration with HPCSA in respect of RSA qualified employees who performed community service, as required in South Africa. One (1) year relevant experience after registration with the health Professional Council of South Africa in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Grade 2: Minimum of 10 years relevant experience after registration with HPCSA in the Relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 11 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: Minimum of 20 years relevant experience after registration with HPCSA in the Relevant profession (where applicable) in respect of RSA qualified employees who performed Community Service, as required in South Africa. Minimum of 21 years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills, Experience and Competencies Required: A sound knowledge of clinical theory, practice and ethics relating to the delivery of optometry services within a clinic and district hospital setting. |

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| | | Ability to work in a multidisciplinary team. Knowledge of optimal use of equipment and resources. Knowledge of relevant health and safety policies, regulations and acts Sound communication, interpersonal, problem solving, teaching and training skills. |
| <u>DUTIES</u> | : | Rendering of Eye-care Services in a health-care setting in adherence to the scope of practice and health protocols. Ensure that provision of optometric services are in line with legal and ethical standards. Manage and provide comprehensive diagnostic and therapeutic optometric services. Formulate, Implement, monitor and evaluate optometrist policies, protocols and procedures for the unit in order to comply with the required standards for the purpose of provision of high quality optometrist services are conducted to patient needs. Co-ordinate community outreach programmers and participate in continuous professional developmental activities. Maintain adequate treatment records and statistics. To perform optometrists for the purpose of examination, diagnosing and treatment of eye conditions as per Optometrist scope of practice. Execute all optometric procedures completely to prevent complications and exercise safeguarding of all consumables and equipment. Knowledge of Batho-Pele principles and Patients right charter in the execution of all duties for effective service delivery as per guidelines and protocols. To ensure availability of optometric equipment's and the maintenance of the equipment. Inspect and use equipment, professionally to ensure that they comply with safety standards. Develop protocols to ensure that the optometric services comply with the required prescripts. |
| <u>ENQUIRIES</u> | : | Dr. SB Nkosi Tel No: (034) 331 3011 |
| <u>APPLICATIONS</u> | : | Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private BAG X1004, Utrecht, 2980. |
| <u>NOTE</u> | : | Directions to Candidates: The following documents must be submitted: Applications are not required to submit copies of qualification and other relevant document on application but must submit the Employment Form (Z83) and the detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidate on or before the interviews. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83 e.g. Reference Number (NMH/PHC2/2023) Persons with disabilities should feel free to apply for the post Failure to comply with the above instructions will disqualify the applicants. The appointment is subject to positive outcome obtained from the State Security Agency (SAA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that no S&T payments will be considered for payment to candidates that are Invited for interview. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity at all levels of different Occupational Categories in the Department). Equity Target: 1ST Male African, 2nd Male Indian and 3rd Female Indian. |
| <u>CLOSING DATE</u> | : | 10 July 2023 |
| <u>POST 21/686</u> | : | <u>ENVIRONMENTAL HEALTH PRACTITIONER (WASTE MANAGEMENT OFFICER) REF NO: MURCH- 28/2023</u> Re-Advertisement |
| <u>SALARY</u> | : | R359 517 per annum. Other Benefits: 13th Cheque, Home owners allowance (employee must meet prescribed Requirements), Medical Aid (Optional) |
| <u>CENTRE</u> | : | Murchison Hospital |
| <u>REQUIREMENTS</u> | : | Grade 12 / Matric certificate, National Diploma in Environmental Health Registration with HPCSA as an environmental practitioner. Current registration with HPCSA as environmental health practitioner. One year Community Service in Public Sector. Valid driver's license. Recommendation: 3-5 years of experience as an Environmental Health Practitioner in Public Sector. Knowledge, Skills and Competencies: Bill of Right. Occupational Health and |

- Safety Act KwaZulu Natal Health Act. National Health Act. Batho Pele. Conflict Management. Organizational Influencing. Computer literacy. Relationship Management
- DUTIES** : Manage health care waste (including its budgets) for the entire catchment of the institution including waste from the clinics. Ensure that all HCRW is weighed and recorded. Ensure that all HCRW has tracking system. Keep proper records and waste manifest for all HCRM 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 status of HCRW Management. 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 plan to institutional management for approval. Submit waste management plan 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 Ramharakh Tel No: (039) 6877311 ext. 124
- APPLICATIONS** : all applications should be forwarded to: Chief Executive Officer, P/Bag X701 Portshepstone, 4240 Or Hand Delivered To: Human Resources Department Murchison Hospital
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH/ 16/2023. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution). If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply.
- CLOSING DATE** : 07 July 2023
- POST 21/687** : **FINANCE MANAGEMENT OFFICER REF NO: GJGM20/2023 (X1 POST)**
Component: Finance Department
- SALARY** : R294 321 per annum. Other Benefits: 13th Cheque, Home Owners Allowance & Medical Aid. (To qualify: Employee must meet all the prescribed policy requirements)
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : Grade 12/ STD 10/ Matric Certificate plus: National Diploma/ Degree in B com/ Finance Management Cost and Management Accounting, Taxation, Financial Administration and Auditing. Three to Five (3 – 5) years' experience in Finance Management component (Budget & Expenditure). Recommendations: Valid

driver's licence code 8/10. Computer literacy in MS office certificate. Knowledge, Skills & Competencies: Knowledge and understanding of Public Finance Management service, Treasure Regulations, Supply Chain Management, HR prescripts and Policies. Expert knowledge and understanding of operational framework and linkage thereof within the financial system of the Department. Sound Management, negotiation, interpersonal and problem solving skills. Good verbal and communication skills o In-depth knowledge of the basic Accounting System and PERSAL Ability to deal with all levels of staff organising, planning, problem solving and team building skills Supervisory, communication and interpersonal skills. Ability to work under pressure and meet required deadlines Ability to prioritize issues and comply with time frames.

DUTIES

: Authorize commitments, payments, debts and Journals on BAS. Allocate budget to NSI's stock replenishment, HR related items and travelling and booking for accommodation. Ensure that payments are processed within 30 days of receipt of invoice. Draw expenditure reports and analyse expenditure trends within the hospital responsibility. Implement sound financial management controls to ensure that the hospital remains within its cash flow budget. Monitor and access finance staff performance as per EPMSD requirements. Participate and make inputs in budget meetings. Monitor spending trend and institute corrective measures e.g. journaling process and virements. Clear suspense account and maintain debts files. Provide effective and efficient budget expenditure management with the institution. Draw report on BAS, analysis and interpretation of expenditure report and provide variances reasons. Consolidate monthly and quarterly and annual financial reports and CEO packs. Develop and implement register for payment and other related correspondences. Develop and implement register for payment and other related correspondences. Identify risk and institute control measures to minimize financial risk in all departments. Prepare and submit the monthly payment vouchers to Head Office Voucher control. Training, develop and monitor staff in order to improve service delivery. Carry-out all responsibilities delegated by Manager.

ENQUIRIES
APPLICATIONS

: Mrs TN Khumalo (Deputy Director: Finance) Tel No: (032) 4376003
: 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

FOR ATTENTION
NOTE

: Mr. T Latha
: 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). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. 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.
07 July 2023

CLOSING DATE

POST 21/688

HUMAN RESOURCE PRACTITIONER: STAFF RELATIONS REF NO: PSH 22/ 2023 (X1 POST)

SALARY

R294 321 per annum (Level 07). Other Benefits: Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements) and GEPP Employer Contribution

CENTRE REQUIREMENTS

Port Shepstone Regional Hospital (Obstetrics Unit)
Matric/Senior Certificate. Degree/National Diploma in Human Resources Management/Human Sciences/Public Administration/ Public Management/ Labour Law. Recommendations for the Post: Unendorsed code 8 drivers' license. Experience in Labour Relations will be an added advantage. PERSAL Course/s. Knowledge, Skills and Competencies Required. Sound knowledge of Human Resource Management with emphasis on Staff Relations. In-Depth knowledge of relevant prescripts. Good verbal communication, presentation and report writing skills. Computer literacy with knowledge of the PERSAL system. Sound analytical thinking, good interpersonal, problem solving and decision making skills. Ability to maintain a high level of confidentiality.

DUTIES

Maintain the functioning of Staff Relations in the institution to ensure the provision of high quality services. Participate in the formulation and review of Staff Relations Standard Operating Procedures and strategies to ensure that current SOP's used are in line with the latest Acts, policies and Regulations. Maintain a database for Staff Relations and an efficient administration. Supervise subordinates' key performance areas by setting and monitoring performance. Assist with the identification of training gaps and ensure implementation of in-service training programme. Attend to all referred grievances, misconducts, conflicts and disputes resolutions. Investigate and preside over disciplinary hearings. Update HR Staff Relations records and registers and maintain proper filing system. Prepare Staff Relations reports. Collect and analyse Staff Relations statistics and conduct Staff Satisfaction Surveys. Promote orderly collective bargaining within the institution. Order stock, report faults and process replacements and repairs of machinery and equipment.

ENQUIRIES APPLICATIONS

Mr KJ Msenti Tel No: (039) 688 6130
should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone 4240. Or 11 – 17 Bazley Street Port Shepstone 4240

FOR ATTENTION NOTE

Mr. ZM Zulu
Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. Applicants are encouraged to utilise courier services. (only short listed candidates will be requested to submit proof of qualifications and other related documents). Due to financial constraints, there will be no payment of S&T Claims. The appointment is 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). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE

07 July 2023

POST 21/689

HR: PRACTITIONER: HUMAN RESOURCE DEVELOPMENT AND PLANNING REF NO: PSH 37/ 2023 (X1 POST)

SALARY

R294 321 per annum (Level 07). Other Benefits Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE REQUIREMENTS

Port Shepstone Regional Hospital
Matric/ Grade 12. Degree / National Diploma in Human Resources/Human Sciences/ Public Administration/ Public Management/ Human Resource Development. Recommendation: Experience in Human Resources Development. Valid Driver's license. Computer literacy- MS Office (Word,

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| | | Excel, Outlook & PowerPoint). Knowledge, Skills and Competencies Required. Good verbal, communication and negotiation skills. PERSAL system. Knowledge and understanding of Skills Development Acts and other related acts. Collecting and analyzing data for statistical purposes. |
| <u>DUTIES</u> | : | Perform duties as a Skills Development Facilitator of the institution. Ensure proper and full implementation of EPMDs. Manage and maintain a database of Human Resource Development and Planning training programmes which include: bursaries, internships, tertiary trainings programme, medical elective, skills audit and personal development plan. Coordination of Training, orientation and re orientation. Implementation of Grade progression to all qualifying staff. Develop and implement Human Resources Planning. Develop and implement Employment Equity Plan and Work Place Skills Plan. Compile training statistics and compile QMR. Provide logistics for in service training. Management and processing of Improved Qualification. Render effective advisory services to management and employees in the hospital. Provide and perform secretarial duties for IHETD committee and all HR Planning and Development related meetings. Check and approve transactions on Persal and ensure effective and efficient record keeping. |
| <u>ENQUIRIES</u> | : | Mr. LI Hlabe Tel No: (039) 688 6197 |
| <u>APPLICATIONS</u> | : | should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone 4240. Or 11 – 17 Bazley Street Port Shepstone, 4240 |
| <u>FOR ATTENTION</u> | : | Mr. ZM Zulu |
| <u>NOTE</u> | : | Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. NB: Applicants are encouraged to utilise Courier Services. (only short listed candidates will be requested to submit proof and other related documents). NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications |
| <u>CLOSING DATE</u> | : | 07 July 2023 |
| <u>POST 21/690</u> | : | <u>SUPPLY CHAIN MANAGEMENT PRACTITIONER REF NO: PMMH/SCMP/L&W/01/2023 (X2 POSTS)</u> Sub-Component: Logistics and Warehouse Management |
| <u>SALARY</u> | : | R294 321 – R343 815 per annum (Level 07). Other Benefits: Home Owner Allowance (conditions apply), 13th Cheque, Medical Aid (Optional) |
| <u>CENTRE</u> | : | Prince Mshiyeni Memorial Hospital |
| <u>REQUIREMENTS</u> | : | Qualification: Degree/ National Diploma in Supply Chain Management/ Cost & Management Accounting/Financial Management/ Financial Accounting/Public Management/ Public Administration. Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources. Experience: 1-2 years clerical/ administrative experience in Supply Chain Management division. Recommendation: Valid EB Driver's License (Code 8). Knowledge, Skills Training and Competencies Required: Knowledge of all SCM prescripts applicable to your work environment. Proven knowledge of Stores and Warehouse Management of the public health facility. Knowledge of Public Finance Management Act and Treasury Regulations. Knowledge of Human Resources Management prescripts applicable to your work environment. Computer Literate with proficiency in MS Office Software Application and BAS. Project Management Skills will serve as an added advantage. Ability to adhere to policies and practices/ ability to keep abreast of work related developments. Ability to apply technical/ professional knowledge and skills in immediate work area. |
| <u>DUTIES</u> | : | Manages stores or warehouse where all stocks are kept. Receive and analyze requests for required goods and place orders for items which are not held in stock. Verify all received goods for quality and quantity against ordering documents and make a follow up if the delivery conditions reflected on the order form are not complied with. Supervise and undertake logistical support |

services. Check, place and verify orders for goods. Receive and verify goods from suppliers. Capture and ensure that goods are captured in registers and databases. Receive request for goods from end users. Issue goods to end users. Maintain goods register. Update and ensure the maintenance of the register of suppliers. Ensure that all stocktaking of all assets in stock is conducted at least once a year. Ensure integrated Human Resource Management. Ensure implementation of policies relating to your area of responsibility and comply with the National Core Standards. Ensure timeous submission of credible SCM in year reports as prescribed from time to time. Supervise human resources/staff. Allocate and ensure quality work/ Personnel development / Assess staff performance/ Apply discipline.

**ENQUIRIES
APPLICATIONS**

: Mr. C.D Zuma Tel No: (031) 907 8311
 : applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 2nd Floor white application box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060

**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-vacansies. 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 e.g. Reference number PMMH/MO/INTEMED/01/2023. 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, Coloured male, Indian Female/ male and White Female/Male are encouraged to apply for the post)

CLOSING DATE

: 07 July 2023

POST 21/691

: **SUPPLY CHAIN CLERK- SUPERVISOR REF NO: PHO 07/2023**

SALARY

: R294 321- R343 815 per annum (Level 07). Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: Pholela Community Health Centre
 : Senior certificate (Grade 12) or equivalent qualification plus. 3-5 Clerical/administration experience in Supply Chain Management Component. Recommendation: Bachelor's Degree or National Diploma in Supply Chain Management/ Financial Management/ Public Management or equivalent qualification. Knowledge, Skills training and competencies, knowledge of all SCM prescripts and practice notes applicable to your work environment. Proven knowledge of stores and warehouse management of public health facility. Knowledge of public finance management act and treasury regulations. Knowledge of human resource management prescripts related to your work environment. Computer literacy with proficiency in MS Office software applications. Knowledge of BAS reports [budget expenditure]. Ability to work pressure and meet deadlines. Good understanding of contracts management.

DUTIES

: To ensure implementation of policies relating to your area of responsibility and comply with the National Core Standards. Develop and implement risk

management plan as outlined on the Institution Risk Plan. Ensure compliance with monthly returns to District and Head Office. Ensure timeous submission of credible SCM in year reports as prescribed from time to time. To monitor the procurement planning process of the institution. Ensuring goods and services are procured in line with the adherence to Supply Chain Management Policies and Procedures. Liaise with services providers regarding queries. Ensure proper receipt and issuing of stock according to laid down procedures. Develop, train and monitor staff in line with PMDS in order to improve service delivery. Follow up on outstanding orders and that RIDV template is updated on daily. Implement performance indicators in the SCM unit. Maintain control mechanism in SCM. Maintain effective and efficient utilization of all allocated resources. Identify risk and develop fraud and corruption strategy. Compile and submit requirement periodic reports timeous to Head Office. Ensure control and management of all assets and inventory. Ensure the SCM unit is functioning efficiently and smooth to support service delivery.

- ENQUIRIES** : Ms. LP Sibetha Tel No: (039) 8329488/9491
- APPLICATIONS** : Direct your application quoting the relevant reference number to: Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.
- NOTE** : The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Comprehensive CV (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Faxed and e-mailed applications will NOT be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must bring their evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders to bring documentary proof during the interview process The appointments are subjected 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) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatives in all level of all occupational categories in the department. People with disabilities are encouraged to apply.
- CLOSING DATE** : 07 July 2023
- POST 21/692** : **SECURITY OFFICER SUPERVISOR REF NO: UMZ08/2023**
- SALARY** : R241 485 per annum (Level 06). 13th cheque, housing allowance (employee to meet Prescribed requirements), medical aid (optional).
- CENTRE** : Umzimkhulu Hospital
- REQUIREMENTS** : Grade 12 or equivalent. Security certificate (a minimum of one (1) year study) Grade B PSIRA certificate. 3 Years security Experience. Recommendation: Computer Literacy. A Valid driver's license. Firearm competency certificate. Knowledge, skills, training and competencies required: Knowledge of the access control procedures. Knowledge of measures for the control. Knowledge of prescribed security procedures (eg. MIS, NISA, Protection of information Act etc.) the authority for security officers under these documents. Knowledge of the relevant emergency procedures. Knowledge of Health and Safety standards. Criminal Procedures Act. Employment Equity Act, Knowledge on Security Management Act. Batho Pele. Verbal and written communication. Supervisory skills, Computer Literacy. Conflict Management. Interpersonal Relations. Good problem solving and team building skills.
- DUTIES** : Implement policies and procedures. Identify and report safety hazards. Perform risk assessment and give reports to the principal security officer. Implement

security measures in order to protect, patients and hospital clients. Take appropriate steps to prevent theft or loss of hospital property. Ensure that all shifts are well supervised. Ensure that all staff members and clients are well identifiable. Train and develop security personnel under your span of control. Conduct meetings. Conduct investigations and report to management. Monitor performance of private security and give immediate directive when is necessary. Follow up cases reported to SAPF and give feedback to management. Advise the management and head office on security issues. Update job description for the senior security officer.

**ENQUIRIES
APPLICATIONS**

: Mr. M.M. Nzimande Tel No: 039-2590 310, EXT: 108
: Applications to be forwarded to the Human Resource Manager, Umzimkhulu Hospital, Private Bag X514, Umzimkhulu, 3297 OR Drop Off in the application Box, Umzimkhulu Hospital

**FOR ATTENTION
NOTE**

: Mr. E.N. Bangani
: Directions to candidates: The following documents must be submitted: Application for employment form (Z83 fully completed), which is obtained at any Government Department OR from the website: www.kznhealth.gov.za. Educational qualifications, SANC registration certificates, Driver's License, ID Copy, SANC receipts and proof of Experience will be requested from shortlisted candidates only, don't include in your application. The reference number must be indicated in the column provided on the form Z83, e.g. UMZ 02/2018. Failure to comply with the above instruction will lead to disqualification of applicants. Please note that due to the large number of applications, we anticipate to receive applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T and resettlement claims will be considered for payment to candidates that are invited to interviews. Please note that pre-employment screening and verification process, including CIPC, criminal records verification will be undertaken. It is applicant responsibility to have foreign qualifications and national certificate (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. This department is an equal opportunity, affirmative action employer whose aim is to promote respectively in all levels of all occupational categories in the department. People with disabilities are encouraged to apply.

CLOSING DATE

: 07 July 2023

POST 21/693

: **FOOD SERVICE MANAGER REF NO: GTN 22/2023 (X1 POST)**

SALARY

: R241 485 – R281 559 per annum. Other Benefits: 13th Cheque, Medical aid(optional). Housing allowance Employee must meet Prescribe requirements

**CENTRE
REQUIREMENTS**

: Greytown Hospital
: Senior Certificate /Grade 12 3 years National Diploma/ Degree in Food Service Management/ food and beverage management/ Catering Management. Previous/ Current work experience (Certificate of Service endorsed and Stamped by HR will be required) (Only when Shortlisted). Recommendations. Valid driver's license, Computer Literacy (MS Office Programs). Knowledge, skills, Training and Competences required. Knowledge of Food procedures and guidelines. Operation of food service system, Nutrition, Menu Planning. Basic knowledge of human resource function. Knowledge of different types of therapeutic diets. Knowledge of food services equipment and kitchen layout. Food safety and HCCP Principles. Knowledge of infection control, hygiene and cleanliness. Knowledge of health and safety matters. Budgeting, costing of menu and development of standardized recipes. Good Verbal, written, communication and interpersonal skills.

DUTIES

: Implement Food service management principles, policies, and Standards. Oversee adherence to standards of service level agreements of service provider (PCK). Ensure health and safety working environment by controlling infections, food contamination, and staff personal hygiene, wearing of protective clothing and proper usage of equipment and cleaning chemicals. Develop food services policies and procedures and ensure that they are adhered to. Ensure the maintenance replacement and purchase of equipment. Ensure efficient, effective and economical utilization of resources allocated to the sub component including the development of staff. Oversee the whole food services operation from stock control, issuing, preparation and cooking of meals. Formulate and implement food service strategic plans and Quality

improvement plans. Make inputs in the planning of upgrading floor layout and equipment of the unit to achieve service efficiency. Ensure that all catering equipment is in working order and are serviced regularly. Plan and review menu cycles to provide nutritiously balanced diets that will enhance optimal health status of patients. Ensure that the food service budget is appropriately and efficiently utilized. Oversee the whole food service operation from stock control, issuing, preparation and cooking of meals following standardised recipes. Establish and coordinate all the activities of an institutional Food Service management. Train Food Service staff on Food service management best practices including IPC as well as Health and safety issues. Conduct Food Service patient satisfaction survey. Report on the Food Services issues to institutional Catering/food service Committee and all other relevant meetings. Implement HCCP (Food safety) Principle. Monitor functionality of Food Service equipment and report all faults to Maintenance section timeously. Monitor and evaluate the services of PCK supplier. Manage and supervise all employees that are involved in Food Service services section within the institution. Conduct weekly and Monthly stock taking for all consumables and non-consumables items and report deficiencies. Compile annual Food Service procurement plan and procure Food service Equipment and cutlery as well as goods and services stock as per plan to ensure adequate availability of food service stock for the facility. Perform any other Food Services management-related duties as may be delegated, required or directed to perform.

- ENQUIRIES** : Mr. M.R Mosikili Tel No: (033) 4139 400
- APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown,3250.
- FOR ATTENTION** : Mrs Z.J Ngobe
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). Failure to comply with the above instructions will disqualify the applicants. The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.
- CLOSING DATE** : 07 July 2023
- POST 21/694** : **MEDICAL SPECIALIST 1/2/3 REF NO: MEDSPECSESS TRANSURG/1/2023 (X2 POSTS)**
 Department: Transplant Surgery
 Nature of Appointment: Sessional – Not exceeding 12 months; subject to annual review
- SALARY** : Grade 1: R585.00
 Grade 2: R667.00
 Grade 3: R772.00
 No of Sessions Per Week: 20 (Each Session is equivalent to 1 hour)
 Hourly Rate Per Session

- CENTRE REQUIREMENTS** :
- : Inkosi Albert Luthuli Central Hospital
 - : Tertiary Qualification equivalent to MBCHB. Current registration with HPCSA as a Medical Specialist in Surgery (independent practice). Experience in Renal Transplantation and/ or Access Surgery is a prerequisite. Recommendation: Previous experience in an accredited renal transplant unit with access surgery skills. Management experience will be an added advantage. Knowledge, Skills, Training and Competence Required: An in-depth knowledge of the functioning of the Transplant Unit. The applicant will be expected to manage donor and recipient surgery as well as oversee the surgical access for dialysis patients on the transplant programme (adult and paediatric). Ability to perform appropriate specialised procedures, particularly kidney transplants and all access surgery. Proven academic capabilities and training experience. Sound knowledge of management and human resources. Sound knowledge of current health and Public Service legislation and policy. Good communication and supervisory skills. Ability to work within a team. Stress tolerance. Self-confidence. Capacity to build and maintain relationships. Good communication skills. Leadership and decision making skills.
- DUTIES** :
- : Management of Renal transplant programme for the province. Provide access to surgical services to patients on the transplant programme. Conducting of clinics, operating theatre, angioplasty lists and consultations with other disciplines. Drawing up of protocols for patient perioperative patient management. Conducting and supervising relevant research. Performing regular audits of the departmental activities. Liaising with the hospital management and other agencies to ensure the efficient provision of clinical services at IALCH. Providing consultative/support services to peripheral institutions as part of the department's outreach program.
- ENQUIRIES APPLICATIONS** :
- : Dr SL Pillay Tel No: (031)2402431
 - : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** :
- : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short-listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** :
- : 07 July 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 PN Mkhize
- CLOSING DATE** :
- : 07 July 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. SMS Pre-entry certificate (Nyukela) is a prerequisite for appointment for all SMS posts using the link <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. Candidates will be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful.

MANAGEMENT ECHELON

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| <u>POST 21/695</u> | : | <u>DIRECTOR: EXECUTIVE SUPPORT REF NO. DSD1/04/2023HO</u> |
| <u>SALARY</u> | : | R1 162 200 per annum (Level 13), (all-inclusive remuneration package) |
| <u>CENTRE</u> | : | Head Office |
| <u>REQUIREMENTS</u> | : | Qualifications: Bachelor's Degree in Public Administration/ Management/ Social Science (NQF Level 7); A valid Driver's License; 5 years of experience at middle/senior managerial level in Office Management environment. Knowledge: Constitution of the Republic of South Africa; Public Service Act; Public Service Regulations; Labour Relations Act; Public Finance Management Act; Treasury Regulations; Basic Conditions of Employment Act; Employee Performance Management and Development System; Service Delivery Frameworks; Intergovernmental matters. Skills/ Core Competencies: Strategic Capability and Leadership; People management and empowerment; Financial management; Change management; Programme and project management; Knowledge management; Service delivery innovation; Problem solving and analysis; Client orientation and customer focus; Communication; Research; Presentation; Facilitation; Language; Computer literacy; Team building/motivation; Policy analysis and development and Driving. |
| <u>DUTIES</u> | : | Ensure the provision of Executive Administration Support Services to the HoD. Provide support services to the Department's management committees. Manage HoD's Special Projects. Manage the provision of Inter-Governmental Relations function in the Department. Manage the resources of the Directorate. |
| <u>ENQUIRIES</u> | : | Mrs. NI Vilakazi Tel No: (033) 264 5402 |

OTHER POSTS

| | | |
|----------------------------|---|--|
| <u>POST 21/696</u> | : | <u>DEPUTY DIRECTOR: EXECUTIVE SUPPORT REF NO: DSD2/04/2023HO</u> |
| <u>SALARY</u> | : | R811 560 per annum (Level 11), (all-inclusive remuneration package) |
| <u>CENTRE</u> | : | Head Office |
| <u>REQUIREMENTS</u> | : | Qualifications: National Diploma/ Bachelor's Degree in Public Administration/ Management/ Social Science (NQF Level 7); A valid Driver's License; 3 to 5 years of experience junior management experience in Office Management. Knowledge: Constitution of the Republic of South Africa; Public Service Act; |

Public Service Regulations; Labour Relations Act; Public Finance Management Act; Treasury Regulations; Basic Conditions of Employment Act; Employee Performance Management and Development System; Service Delivery Framework; Inter-Governmental matters. Skills: Change Management; Analytical thinking; Team Building; Development and research; Interpersonal relations; Presentation; Conflict Management; Financial Management; Project Management; Leadership and Driving.

DUTIES : Manage administrative services within the office of the Head of Department. Manage and prepare draft submissions to the Cabinet on behalf of the Head of Department. Coordinate and monitor the HoD's Specific Projects. Manage liaison between the HoD, the Ministry and other business units of the Department. Manage the resources of the Sub-Directorate.

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

POST 21/697 : **DRIVER/MESSENGER REF NO: DSD01/03/2023OCEAN; DSD02/03/2023UMLAZI (X2 POSTS)**

SALARY CENTRE : R171 537 per annum (Level 04)
: Oceanview Child and Youth Care Centre and Umlazi Child and Youth Care Centre

REQUIREMENTS : Qualifications: Grade 10, 7-12 months experience in driving. Knowledge:- Knowledge of the procedure to operate the motor vehicle e.g. procedures to obtain trip authorities, complete the logbooks of the motor vehicle, to obtain consumables (e.g petrol) and obtain basic services (e.g. fixing flat tyre); Knowledge of the prescripts for the correct utilization of the motor vehicle e.g. how and for what purpose can the motor vehicle be utilized, what is the requirements for the storage of the vehicle; knowledge of the procedures to ensure that the motor vehicle is maintain properly; Knowledge of the procedures to perform messenger functions and routine office support functions like registry functions and the making of photocopies; knowledge of the Cities in which the functions will be performed. Skills: Language; Writing; Computer Literacy; Driving; Communications; Interpersonal; Planning; Organizing.

DUTIES : Drive light and medium vehicles to transport passengers and deliver other items (mail and documents) Do routine maintenance on the allocated vehicle and report defects timely; complete all the required and prescribed records and logs books with regards to the vehicle and goods handled. Render a clerical support/ messenger service in the office.

ENQUIRIES : Ms NSA Ngcemu Tel No: (031) 468 5415