

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

- APPLICATIONS** : Applications may be forwarded by post to: Head: Community Safety and Liaison, Human Resource Management, Private Bag, X 9143, Pietermaritzburg, 3200, or hand delivered to 179 Jabu Ndlovu Street, Pietermaritzburg
- FOR ATTENTION** : Ms. S.S Ngcobo
- CLOSING DATE** : 14 July 2023
- NOTE** : Applicants must not submit copies/attachments/ proof /certificates/ID/Driver license/qualifications on application, only when shortlisted. A completed Z83 application for employment form and a detailed CV must only be submitted. Applicants must utilise the most recent Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016 and failure to do so will result in disqualification. All personal data on applications will be dealt with in terms of the provisions of the Protection of Personal Information Act, 2013. Persons with disabilities are encouraged to apply. This is a re-advertising of post number CSL30/2022 and applicants who previously applied for this post are welcome to re-apply as previous applications will not be considered. Due to the large number of applications, only short-listed candidates will be contacted and if you have not heard from this Department within 3 months of this advertisement, please regard your application as being unsuccessful.

MANAGEMENT ECHELON

- POST 22/402** : **CHIEF DIRECTOR: CORPORATE MANAGEMENT REF. NO: CSL33/2023**
- SALARY** : R1 371 558 per annum (An all-inclusive package) s payable to the successful candidate. The package includes a basic (70% of package) and a flexible portion (30% of package) that may be structured in terms of the applicable rules. The successful candidate will be subject to security clearance and the signing of a performance agreement within three months of appointment.
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : An undergraduate qualification (NQF level 7) in Public Administration or relevant equivalent qualification recognized by SAQA, coupled with minimum five years of experience at senior managerial level in a corporate management environment. Successful completion of the Pre-entry Certificate for SMS as endorsed by the National School of Government (NSG). Prior to appointment, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. No appointment will take place without the successful completion of the pre-entry certificate and submission of proof thereof. Valid driver's license. Applicants must be prepared to work extended hours. Knowledge of the Constitution of RSA, 1996, Knowledge of public service Act and regulations, PFMA, South African Police Act,1995, HR systems including "Persal", National Crime Prevention Strategy, 1996, KZN Commissions Act,1999, Domestic Violence Act,1998, Child Care Act,1983, Criminal Procedure Act,1977, Employment Equity Act,1998, Skills Development Act,1998, Promotion of Administrative Justice Act,2000, Promotions of Access to Information Act,2000, Electronic Communications & Transactions Act, 2002, State Information Technology Agency Act,1999, National Youth Development Agency Act, 2008, Civilian Secretariat for Police Service Act,2011, Fleet management, Labour Relations Act,1995, Communication and protocol. Communication skills (verbal and written), Project management skills in criminal justice, Report writing skills, Strategy management and policy formulation.
- DUTIES** : To manage and monitor the provisions of corporate management services. Provide strategic direction for legal, integrated planning, monitoring and evaluation, financial management, corporate services and intergovernmental relations and special projects. Oversee the management and the provisioning of legal services. Oversee the management of integrated planning, monitoring

and evaluations. Manage and facilitate the provision of financial management. Manage the provisioning of corporate services. Oversee the management of intergovernmental relations and special projects. Ensure effective management resources for the Chief-Directorate.

ENQUIRIES

: Ms. G.P Xaba, Tel: 033 – 3419300

KWAZULU NATAL HEALTH

ERRATUM: Kindly note that the following posts that were advertised in public Service Vacancy Circular 19 of 2023 dated 2 June 2023: Medical Specialist Anaesthetics: Ref GJGM02/2023, Medical officer Surgery Ref GJGM39/2023 and Assistant Nurse Manager General (orthopaedics/Surgical/Ophthalmology) Ref GJGM38/2023. The closing date has been extended to 21 July 2023.

OTHER POSTS

POST 22/403

: **HEAD CLINICAL UNIT: GENERAL SURGERY (AMENDED) REF NO: DPKISMH 21/2023 (1 POST)**
Those Who Previously Applied Must Re-Apply
Component: General Surgery

SALARY

: R1 887 363 – R2 001 927.per annum all-inclusive package + a Fixed commuted overtime compulsory. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.)

CENTRE REQUIREMENTS

: DR Pixley Ka Isaka Seme Memorial Hospital
: Senior Certificate /Grade 12 or equivalent. An appropriate tertiary qualification (MBCHB) or equivalent Plus, Registration certificate with HPCSA as a Medical Specialist in General Surgery plus Current registration with HPCSA as a Specialist (2023/2024 receipt). An appropriate qualification PLUS five (05) years post registration experience as a Medical Specialist in General Surgery. Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. All successful candidates will have to spend a minimum of 1 year in the General Surgery. Knowledge, Skills, Training And Competence Required: Extensive clinical knowledge of the General Surgical discipline. Sound knowledge of clinical specialist procedures and protocols within the discipline. Assessment and management of patients. Participate in continuing professional development. Participate and support research activities. Good communication and human relations. Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management. Managerial and financial management skills. Report writing and presentation skills. Problem solving skills and innovativeness. Awareness of cross-cultural differences.

DUTIES

: Assist with quality improvement initiatives including clinical audits and continued professional development activities aligned to department needs. Assist in the development of management policies and protocols. Organise, prepare for and chair departmental clinical and academic meetings. Conduct and support research activities. Knowledge of current health and public servants legislation, regulation and policy, including Medical Ethics, Epidemiology and Statistics. Ability to provide Speciality General Surgery consultation and services. Accept responsibility for administration of General Surgery. Assess patients, plan, initiate and supervise surgical care management. Align clinical service delivery plans with hospital plans and priorities. Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in commuted overtime per week, is essential. Develop, maintain and audit the correct implementation of clinical protocols and guidelines. Implement and maintain an efficient, effective and seamless services delivery process within the Institution and referring facilities. Supervision of postgraduate and undergraduate training. Participate in postgraduate and other relevant academic/and training programmes. Participate in the continued medical education programme in the institution. Manager EPMDS of junior staff. Participate in the extended management activities. Develop and participate in the outreach/ in reach programmes. Leadership and decision-making abilities as well as problem solving and conflict management. Knowledge of Health Resource management.

		Information management and quality assurance. Provide vision, strategic direction and inspire employees to deliver excellent quality health services. Strengthen clinical governance. Comply with norms and Standards. NB. Performance of Commuted Overtime is compulsory and will be worked based on the needs of the institution.
<u>ENQUIRIES</u>	:	Dr HA Hlela: Senior Medical Manager: Tel No: 031 530 1471
<u>APPLICATIONS</u>	:	To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
<u>FOR ATTENTION</u>	:	Deputy Director: HRM
<u>NOTE</u>	:	The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za . No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form <u>Z83</u> e.g. DPKISMH 14/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.
<u>CLOSING DATE</u>	:	14 July 2023.
<u>POST 22/404</u>	:	<u>MEDICAL SPECIALIST: GENERAL SURGERY REF NO: DPKISMH 22/2023 (AMENDED)</u> Those Who Previously Applied Must Re-Apply (Contract Post: 02 Years) Component: General Surgery
<u>SALARY</u>	:	Grade 1: R1 214 805 – R1 288 095.per annum all-inclusive package + a Fixed commuted overtime compulsory. Grade 2: R1 386 069 – R 1 469 883.per annum all-inclusive package + a fixed commuted overtime. Grade 3: R1 605 330 – R2 001 927.per annum (All - inclusive salary package) + a fixed commuted overtime.(All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules).
<u>CENTRE</u>	:	DR Pixley Ka Isaka Seme Memorial Hospital
<u>REQUIREMENTS</u>	:	Grade 1 Appropriate qualification Plus registration with HPCSA as a Specialist in General Surgery.No experience required. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.) Grade 2 Appropriate qualification Plus five (05) years post registration experience as a Medical Specialist in General Surgery. (All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Grade 3: Appropriate qualification Plus five (10) years post registration experience as a Medical Specialist in General Surgery. Senior Certificate/Grade 12 or equivalent. An appropriate tertiary qualification (MBCHB). Registration certificate with HPCSA as a Medical Specialist in General Surgery. Current registration with HPCSA as a Specialist in General Surgery (2023/2024). FCS (SA) Mmed. The successful candidate will have a maximum of 02 years in the post. All successful candidates will have to spend a minimum of 1 year in the General Surgery. Knowledge, Skills, Training And Competence Required: Sound clinical knowledge of General Surgery. Good communication and human relations. Sound knowledge of procedures and protocols within the discipline. Assessment, management and referral of patients. Sound surgical techniques in the operating theatre. Participate in continuing professional development. Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relations.
<u>DUTIES</u>	:	Providing outpatients, inpatients and outreach general surgery services. Teaching and supervision of medical officers and registrars. Ensuring provision

of a high-quality and efficient comprehensive general surgery service. Assist with quality improvement initiatives including clinical audits and continued professional development activities aligned to department needs. Assist in the development of management policies and protocols. Perform compulsory commuted overtime. Ability to provide Specialist General Surgery consultation and services. Accept responsibility for administration duties related to the Department of General Surgery. Assess patients, plan, initiate and supervise medical care management. Align clinical service delivery plans with hospital plans and priorities. Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in commuted overtime per week, is essential. Develop, maintain and audit the correct implementation of clinical protocols and guidelines. Implement and maintain an efficient, effective and seamless service delivery process within the Institution and referring facilities. Plan and provide continuous medical education to multidisciplinary team members and conduct and stimulate research. Supervision of postgraduate and undergraduate training. Participate in postgraduate and other relevant academic / and training programmes. Participate in the continued medical education programme in the institution. Manage EPMDS of junior staff. Participate in the extended management activities. Develop, implement and monitor quality improvement programmes. Develop and participate in the outreach/in reach programmes. Engage in academic research culminating in the publication of papers in scientific journals or the presentation of the results of such research at scientific congresses. Provide support to the Head of Department, in ensuring an efficient standard of patient care and services are maintained. Leadership and decision-making abilities as well as problem solving and conflict management. Knowledge of Human Resource management. Information management and quality assurance. Ensure the proper and economical use of equipment and other resources. NB. Performance of Commuted Overtime is compulsory and will be worked based on the needs of the institution.

- ENQUIRIES** : Dr HA Hlela Tel No: 031 530 1471
- APPLICATIONS** : To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
- FOR ATTENTION** : Deputy Director: HRM
- NOTE** : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only Z83 and CV.. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH15/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.
- CLOSING DATE** : 14 July 2023
- POST 22/405** : **MEDICAL SPECIALIST RADIOLOGY REF: DPKISMH 23/2023 (1 POST)**
Component: Radiology
Re-Advertised
- SALARY** : Grade 1: R1 214 805 – R1 288 095.per annum all-inclusive package + a Fixed commuted overtime.
Grade 2: R1 386 069 – R1 469 883.per annum all-inclusive package + a fixed commuted overtime.
Grade 3: R1 605 330 – R2 001 927.per annum all-inclusive package + a fixed commuted overtime. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.)
- CENTRE** : DR Pixley Ka Isaka Seme Memorial Hospital

<u>REQUIREMENTS</u>	: Grade 1: Appropriate qualification Plus registration with HPCSA as a Specialist in Radiology. No experience required. Grade 2: Appropriate qualification Plus five (05) years post registration experience as a Medical Specialist in Radiology. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.) Grade 3: Appropriate qualification Plus ten (10) years post registration experience as a Medical Specialist in Radiology. Senior Certificate /Grade 12 or equivalent. An appropriate tertiary qualification (MBChB) or equivalent Plus, Registration certificate with HPCSA as a Medical Specialist in Radiology plus Current registration with HPCSA as a Specialist Radiology (2023 receipt). Unendorsed valid code B driver's license (code 08). Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. All successful candidates will have to spend a minimum of 1 year in the Radiology Department. Knowledge, Skills, Training and Competence Required: knowledge of clinical medicine as per specified MBChB. Knowledge of aspects of clinical medicine relevant to Diagnostic Radiology. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, and planning, organising, leadership, decision-making and interpersonal skills. Completion of Community Service or one year as a Medical Officer in the case of Foreign Nationals.
<u>DUTIES</u>	: Provide an efficient, effective general radiological medical officer service to facilitate imaging of patients and provision of reports timely. Ensure optimal health care consistent with the guidelines of practice of Radiology as outlined by the South African Society of Radiologists. Take an active role in Radiology training program and Radiology research. Participation in commuted overtime is compulsory NB. Performance of Commuted Overtime is compulsory and will be worked in discipline based on the needs of the institution.
<u>ENQUIRIES</u>	: Dr Z Zikalala HCU: Radiology Tel No: 031 530 1445
<u>APPLICATIONS</u>	: To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
<u>FOR ATTENTION</u>	: Deputy Director: HRM
<u>NOTE</u>	: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za . No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form <u>Z83</u> e.g. DPKISMH 14/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks Security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of All occupational categories in the Department. Persons with disabilities should feel free to apply for the post.
<u>CLOSING DATE</u>	: 14 July 2023.
<u>POST 22/406</u>	<u>CHIEF EXECUTIVE OFFICER REF NO. G 81/2023</u> Cluster: Hospital Management Services
<u>SALARY</u>	: R1 162 200 - R1 365 411,per annum (An all Inclusive salary package)
<u>CENTRES</u>	: General Justice Gizenga Mpanza Hospital
<u>REQUIREMENTS</u>	: An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's licence (Code 08). Recommendation: - Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training And Competencies Required: - Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PMFA), Public Service Act and related regulations and policies. Core Competencies: - Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: - Service delivery innovation,

knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.

DUTIES

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

**ENQUIRIES
APPLICATIONS**

: MRS RT Dube Tel No: 033- 940 2499
: All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 Or Hand delivered to: 330 Langalibalele Street Natalia Building, REGISTRY, Minus 1:1 North Tower (Attention: Mr. A Memela)

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV ONLY (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. **NB:** For the Pre-Entry Certificate

for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for a SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/>. Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and Stamped by employer/s prior to the date of the interview.

<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/407</u>	:	<u>CHIEF EXECUTIVE OFFICER REF NO. G 82/2023</u> Cluster: Hospital Management Services
<u>SALARY</u>	:	R1 162 200 - R1 365 411 per annum (An all Inclusive salary package)
<u>CENTRE</u>	:	Newcastle Provincial Hospital
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's licence (Code 08). Recommendation: - Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training and Competencies Required: - Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: - Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: - Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.
<u>DUTIES</u>	:	Key Performance Areas: - Job Purpose to plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective and efficient manner, working with the key executive management team at the hospital and within the legal and regulatory framework, and government requirements, to represent the hospital authoritatively at provincial and public forums, to provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans as well as the Department's strategies goals and Objectives. Financial Management: Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, financial planning, resource mobilization, including monitoring and evaluation; Ensure appropriate asset management and accountability of all assets of the institution; Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress; Maximize revenue through collection of all income due to the hospital. Facilities Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to for infrastructure planning and timeous maintenance of facilities and its equipment. Human Resource Management: Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources; Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety committees; Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority in line with PFMA, and Supply Chain Management prescripts; Ensure that goods and services are procured in a cost effective and timely manner; Ensure sound contract management for all contracted services. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Board

and other relevant oversight committees/bodies; Ensure the establishment of the relevant governance structures linked to clinical and non- clinical functions and responsibilities; Manage all the institutions risks and implement strategies to ensure optimal achievement of health outcomes.

**ENQUIRIES
APPLICATIONS**

: MRS RT Dube Tel No: 033- 940 2499
: All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower (Attention: Mr. A Memela)

NOTE

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

CLOSING DATE

: 14 July 2023

POST 22/408

: **CHIEF EXECUTIVE OFFICER REF NO. G 83/2023**
Cluster: Hospital Management Services

**SALARY
CENTRE
REQUIREMENTS**

: R1 162 200 - R1 365 411.per annum (An all Inclusive salary package)
: Ladysmith Regional Hospital:
: An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's licence (Code 08). Recommendation: - Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training and Competencies Required: - Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PMFA), Public Service Act and related regulations and policies. Core Competencies: - Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: - Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.

DUTIES

: Key Performance Areas: - Job Purpose to plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective an efficient manner, working with the key executive management team at the

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

ENQUIRIES
APPLICATIONS

: MRS RT Dube Tel No: 033- 940 2499
 : All Applications Should Be Forwarded To: The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 OR Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower (Attention: Mr. A Memela)

NOTE

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

course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and Stamped by employer/s prior to the date of the interview.

- CLOSING DATE** : 14 July 2023
- POST 22/409** : **DEPUTY MANAGER NURSING (LEVEL 1 & 2 HOSPITALS) REF NO: KCHC/DMN/07/2023**
- SALARY** : R930 747 per annum (All-inclusive package - Consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules)
Other Benefits: In Hospitable Allowance 8%
- CENTRE REQUIREMEN** : Kwa-Mashu Community Health Centre
Basic R425 qualifications (Degree/Diploma in Nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with SANC as a Professional Nurse (2023 SANC receipt). A minimum of 9 years appropriate experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 4 years of the period referred to must be appropriate and recognizable experience at Management Level. No attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted. (Certificates of service or official letters of service from previous/current employers signed and stamped by HR). Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Only shortlisted candidates will submit proof of current Registration. Recommendation: Diploma In Clinical Nursing Science (Health Assessment, Treatment And Care [PHC]). Diploma In Midwifery And Neonatal Nursing Science (ADM). Computer literacy Knowledge, Training, Skills & Competencies' required Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as: Nursing Act, Health Act, Skills Development Act, Public Service Regulations, Labour relations Act, Occupational Health and Safety act, Patients' Rights, Batho Pele Principles, etc. Mentorship and supervisory skills. Leadership, Management, Planning, Organizing and coordinating skills. Clinical competencies and policy formulation skills. Knowledge of nursing care delivery approaches. Good verbal and written communication skills. Conflict management / sound labour management skills. Mentorship and supervisory skills. Knowledge and understanding of Human Resource and Financial practices.
- DUTIES** : Provide leadership a strategic direction in the Nursing Component. Delegate, supervise & coordinate the provision of effective and efficient patient care through adequate nursing care. To execute duties and functions with proficiency, in support of aims and strategic objectives of the CHC, satellite clinics and of the Department of Health. To contribute toward strategic planning process of the CHC and satellite clinics. Represent Nursing Component in the Senior Management Team. To demonstrate CHC's commitment to quality nursing care and ensure compliance with Norms and Standards and Ideal CHC prescripts. Advocate and ensure the promotion of nursing ethos and professionalism. To manage and ensure efficient utilization of allocated human resources, financial and non-financial resources Deal with disciplinary and grievance matters. To ensure provision of effective and efficient infection control services in the CHC satellite clinics and integrate primary health care services. Monitoring and evaluation of patient care delivery in the CHC and satellite clinics. Initiate and participate in health promotion to ensure consistent communication of Relevant, accurate & comprehensive information on health care. Development/establish and maintain constructive working relationship between nursing staff & other stakeholders (i.e. Inter-professional, inter-sectoral & multidisciplinary teamwork) Formulation and implementation of nursing guidelines, practices, standards & procedure). To have a strong understanding of Clinical Governance and Quality Improvement and to ensure sound clinical governance practice. Manage and supervise clinical programs ensuring that the CHC and satellite clinics achieve set targets.
- ENQUIRIES** : Mrs. JN Mdimma Masondo Tel : 031 504 8895

- 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 at P61 Mkhivane Road, Kwa-Mashu, 4360 or posted to Private Bag X013, Kwa-Mashu, 4360
- 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. The applicants must NOT submit copies of qualification, identity documents, certificates of service, professional registration certificates, driver's license and any other documents with your CV. Such copies need not be certified when applying for the post, the communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. 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 KCHC/DMN/073/2021. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. NB: Candidates May Be Subjected To A Technical Exercise/Competency Assessment As Part Of Selection Process Intended To Test Relevant Competencies Of The Job Due severe budgetary constraints that the CHC 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 CHC has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty. Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided 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)
- CLOSING DATE** : 14 July 2023
- POST 22/410** : **MEDICAL OFFICER GRADE 1, 2 OR 3 REF NO : MBO 45/2023 (3 POSTS)**
Section: Medical
- 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
- CENTRE REQUIREMENTS** : Mbongolwane Hospital
Senior certificate/Matric or equivalent. MBChB degree or equivalent qualification PLUS. Current registration (2023/2024) with HPCSA as a Medical Practitioner. Registration with HPCSA as an Independent Medical Practitioner. Experience: **Grade 1:** No experience required. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with recognized foreign health professional council, of whom it is not required to perform Community Service, as required in South Africa. Experience: **Grade 2:** 5 years relevant experience after Registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration as a Medical Practitioner with recognized foreign health professional council, of whom it is not required to perform Community Service, as required in South Africa. Experience: **Grade 3:** 10 year's relevant experience after registration with HPCSA as a Medical Practitioner. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, whom it is not required to perform Community Service, as required in South Africa. Recommendations: Caesarean section accreditation. Anaesthesia accreditation. Diploma in O&G, Anesthesia, HIV management and Child Health will be added advantage. Code 08 Driver's license Knowledge, Skills, Training and Competence Required: Knowledge of current health legislations and policies at public institutions. Knowledge of national quality standards relating to primary health care._Sound

		knowledge of national HAST Programme. Sound knowledge of Maternal and Child Health. Knowledge on information management and quality improvement strategies. Ability to function within Multidisciplinary team. Sound knowledge and clinical skills to function within District Health System. Excellent human, communication and leadership skills. Good communication and interpersonal skills. Willingness to participate in CPD meetings.
<u>DUTIES</u>	:	key performance areas: Clinical responsibility including examination, investigation, diagnosis, and oversee treatment of patients in OPD/casualty, Maternity, Paediatric and adult wards. Perform necessary and appropriate emergency lifesaving procedures. Diagnose and facilitate referrals to higher level of care. Provision of quality patient centered care. Maintain accurate and appropriate health records in accordance with the legal and ethical considerations and continuity of patient care. Ensure proper hand over of critically ill patients when going off duty. Provide preventive health interventions and measures to promote health care. Undertake continuing medical education and professional development and study professional literature to keep abreast with current medical practice. Performance of required administrative duties. Collaboration with medical practitioners and other health care workers in neighboring health institutions.
<u>ENQUIRIES</u>	:	Dr. Mchunu P.C Telephone: 035 4766242 Or ext. 1113
<u>APPLICATIONS</u>	:	Applications should be forwarded to: The Chief Executive Officer, Private Bag x126, Kwa-PETT, 3820 Or Hand delivered to: Mbongolwane District Hospital
<u>FOR ATTENTION</u>	:	Human Resource Practices
<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 accompanied by a detailed Curriculum Vitae Only, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/411</u>		<u>MEDICAL OFFICER (GRADE 1-3) REF: MAN12/2023 (1 POST)</u>
<u>SALARY</u>	:	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 22% rural allowance plus commuted/fixed overtime (Subject to approval) (all-inclusive packages)
<u>CENTRE</u>	:	Manguzi Hospital
<u>REQUIREMENT</u>	:	Matric certificate, MBCHB Degree, Current registration with HPCSA as a Medical Practitioner Proof of current and previous experience endorsed by Human Resource Department (not certificate of service) when shortlisted. Medical Officer Grade 1: Registration with HPCSA as a Medical Practitioner. Foreign candidates require 1 year relevant experience after registration with a recognized foreign health professional Council, of whom it is not required to perform Community Service Medical Officer Grade 2: Minimum of 5 years' experience after registration with the HPCSA as a Medical Practitioner post-Community Service. Foreign candidates require 6 years relevant Experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service Medical Officer Grade 3: Minimum of 10 years' experience after registration with HPCSA as a Medical Practitioner post-community service. Foreign candidates require 11 years relevant experience after registration with a recognized foreign health professional council, of whom it is not required to perform Community Service

Experience in surgery/orthopedics and/or obstetrics and anesthetics will be a recommendation. After registration as a Medical Practitioner with recognized Foreign Health Professional Council in respect of foreign of Qualified employees of whom it is not required to perform Community Service as required in South Africa and Certificate of service from previous employer is compulsory, verification of employment from current employer, which must be endorsed and signed by Human Resources Manager. Knowledge, Skills, Training, And Competencies Required Broad medical knowledge, including HIV and TB, pediatrics, surgery, obstetrics & gynecology, orthopedics, psychiatry, emergency medicine and anesthetics. Ability to perform Cesarean sections Laparotomy for ectopic pregnancy Ability to perform general anesthesia for above will be an advantage. Good communication and interpersonal skills. Willingness to teach and supervise junior doctors and students. Knowledge of applicable legislation, and national quality standards relating to primary health care

- DUTIES** : Key Performance Areas Consultation, diagnosis and treatment of patients in outpatients, casualty, wards and attached clinics. Implementation of required standards of care, including treatment protocols and guidelines Referral to higher levels of care when indicated. Participation in duty rosters. Performance of required administrative duties Facilitation of staff training and on-going medical education Collaboration with medical practitioners and other health care workers in neighboring health institutions to promote an effective district health service
- ENQUIRIES** : Dr. M.Blaylock Tel No: (035) 5920150 Ext No. 1004
Manguzimedman@kznhealth.gov.za
- APPLICATIONS** : Applications should be forwarded to: Mr. N.T Ngubane Assistant Director: HRM Manguzi District Hospital Private Bag x 301 KwaNgwanase 3973
- NOTE** : Directions To Candidates:-The following documents must be submitted:- Application must be accompanied by new Z83 form, obtainable from any Public Service Department, (or obtainable at www.kznhealth.gov.za) and a recent updated Comprehensive Curriculum Vitae only (previous experience must be comprehensively detailed i.e. positions held and dates). All Non- RSA Citizens will have to submit a certified copy of proof of permanent residence in SA when shortlisted, in the case of foreign qualification: an evaluation certificate from the South African Qualification Authority (SAQA) or other regulating bodies will be required when shortlisted. Only shortlisted candidates will be required to submit certified documents on or before the day of the interviews following communication from the department failure to submit the requested document/ information will result in your application not be considered. 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. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.
- CLOSING DATE** : 14 July 2023
- POST 22/412** : **MEDICAL OFFICERS GRADE 1, 2 & 3(SURGICAL & ORTHOPEDIC) REF NO: LRH 42/2023 (1 POST)**
- SALARY** : Grade 1: R906 540.per annum
Grade 2: R1034 373.per annum
Grade 3: R1 197 150.per annum per annum all-inclusive Package (consist of 70% Basic salary and 30% flexible portion That may be structured in terms of applicable rules. 18% inhospitable rural allowance. Plus fixed commuted overtime).Other Benefits: 13TH Cheque, Medical Aid (Optional).
- CENTRE** : Ladysmith Regional Hospital
- REQUIREMENTS** : Degree in MBCHB. Registration certificate as Independent Medical Practitioner with the HPCSA. Current registration with HPCSA. **Grade 1:** Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it

is not required to perform Community Service, as required in South Africa. **Grade 2:** 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** 10 years' experience after registration with the HPCSA as a Medical Practitioner. Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills Training And Competencies Required: Sound knowledge of principles of public service and health services management. Ability to plan effectively and efficiently. Ability to plan and manage projects. Ability to monitor and evaluate execution of plans. Demonstration of leadership qualities through motivation and control of subordinates. Ability to take a lead role in team projects. To be able to communicate in a logical manner both verbally and in writing.

DUTIES : Key Performance Areas: Participation in patient care Outpatient care Peri-operative care the Clinical Procedures. Programmes Examination Procedures Holistic care integrated care Health systems and Socioeconomic. Support for colleagues Supervision of junior Mentoring of juniors. Punctuality, Absenteeism, Conflict management. Intra disciplinary Multidisciplinary Management structure Inter-sectoral Civil society. Relationships Conduct Duty of care Confidentiality. Governance and Admin / Management. Ability to perform on night duty due to service delivery.

ENQUIRIES : Dr M.E.Pule Medical Manager Tel No: 036-6372111
APPLICATIONS : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370

FOR ATTENTION : Mr S.L.Dlozi
NOTE : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

CLOSING DATE : 14 July 2023

POST 22/413 : **MEDICAL OFFICER RADIOLOGY: REF: DPKISMH 24/2023 (1 POST)**
 Component: Radiology

SALARY : Grade 1: R906 540 – R1 975 738.per annum all-inclusive package + a Fixed commuted overtime.
 Grade 2: R1 034 373 – R1 129 116 per annum all-inclusive package + a fixed commuted overtime.
 Grade 3: R1 197 150 – R1 491 627 per annum all-inclusive package + a fixed commuted overtime. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.)

CENTRE REQUIREMENTS : DR Pixley Ka Isaka Seme Memorial Hospital
: **Grade 1:** No experience required after completion of Community Service. Appointment to grade 1 requires 01 year relevant experience after registration as a Medical Practitioner with a recognised Foreign Health Professional Council in respect of foreign employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Five (05) 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 (06) relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respects of foreign qualified employee, of whom it is not required to perform Community Service, as required in South Africa. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.) **Grade 3:** Five (10) 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 (11) relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respects of foreign qualified employee, of whom it is not required to perform Community Service, as required in South Africa Senior Certificate /Grade 12 or equivalent. An appropriate tertiary qualification (MBChB) or equivalent Plus, Registration certificate with HPCSA as a Medical Practitioner plus Current registration with HPCSA as a Medical Officer (2023 receipt). Unendorsed valid code B driver's license (code 08). Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. All successful candidates will have to spend a minimum of 1 year in the Radiology Department. Knowledge, Skills, Training and Competence Required: knowledge of clinical medicine as specified MBChB. Knowledge of aspects of clinical medicine relevant to Diagnostic Radiology. Demonstrate the ability to work as part of multidisciplinary team. Sound communication, negotiation, and planning, organising, leadership, decision-making and interpersonal skills. Completion of Community Service or one year as a Medical Officer in the case of Foreign Nationals.

DUTIES : Provide an efficient, effective general radiological medical officer service to facilitate imaging of patients and provision of reports timely. Ensure optimal health care consistent with the guidelines of practice of Radiology as outlined by the South African Society of Radiologists. Take an active role in Radiology training program and Radiology research. Participation in commuted overtime is compulsory NB. Performance of Commuted Overtime is compulsory and will be worked in discipline based on the needs of the institution.

ENQUIRIES APPLICATIONS : Dr Z Zikalala: HCU: Radiology Tel No: 031 530 1445
To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za

FOR ATTENTION NOTE : Deputy Director: HRM
: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 14/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of All occupational categories in the Department. Persons with disabilities should

CLOSING DATE : 14 July 2023.

POST 22/414 : **MEDICAL OFFICER ORTHOPAEDICS REF: DPKISMH 25/2023 (1 POST)**
Component: Orthopaedics

- SALARY** : Grade 1: R906 540 – R1 975 738.per annum all-inclusive package + a Fixed commuted overtime.
Grade 2: R1 034 373 – R1 129 116.per annum all-inclusive package + a fixed commuted overtime.
Grade 3: R1 197 150 – R 1 491 627 per annum all-inclusive package + a fixed commuted overtime. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.)
- CENTRE REQUIREMENTS** : DR Pixley Ka Isaka Seme Memorial Hospital
: **Grade 1:** No experience required after completion of Community Service. Appointment to grade 1 requires 01 year relevant experience after registration as a Medical Practitioner with a recognised Foreign Health Professional Council in respect of foreign employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Five (05) 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 (06) relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respects of foreign qualified employee, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Five (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respects of foreign qualified employee, of whom it is not required to perform Community Service, as required in South Africa. Senior Certificate /Grade 12 or equivalent. An appropriate tertiary qualification (MBCHB) or equivalent. Registration certificate with HPCSA as a Medical Practitioner. Current registration with HPCSA as a Medical Officer (2023/2024 receipt). Unendorsed valid code B driver's license (code 08). Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. All successful candidates will have to spend a minimum of 1 year in the Orthopaedics Department. Knowledge, Skills, Training and Competence Required: Sound knowledge and clinical skills in the assessment and management of Orthopaedics at a regional hospital with a proven work record. Ability to diagnose, manage and perform specialised procedures in Orthopaedics at a regional hospital including the provision of emergency. Implementation of current Orthopaedics health, public service policies and guidelines, including participation in quality improvement programs, clinical audits and the academic program. Good communication and interpersonal skills. Ability to work in a multidisciplinary team setting.
- DUTIES** : Key Performance Areas: Participation in Group 3 commuted overtime duties is compulsory. Incumbents will be required to perform clinical duties in the Department of Orthopaedics at Dr Pixley Ka Isaka Seme Memorial Hospital. Assessment, diagnosis and management of patients within the framework of Orthopaedics Health programme of the province. Participate in quality improvement imperatives including clinical audits, reporting, review and collection of statistics. Supervision and support of junior medical officers, community service officers and interns. Teaching of medical students, nursing staff and participation in the intern training program. Participate in the departmental academic programme. Assist and participate in research activities as defined within the department. Participation in clinical support and outreach to facilities referring to the hospital, under specialist guidance.
- ENQUIRIES APPLICATIONS** : Dr PG Mthethwa: HCU: Orthopaedics Contact no: 031 530 1400
To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
- FOR ATTENTION NOTE** : Deputy Director: HRM
: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 14/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records,

qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of All occupational categories in the Department. Persons with disabilities should

- CLOSING DATE** : 14 July 2023.
- POST 22/415** : **MEDICAL OFFICER GENERAL SURGERY: REF: DPKISMH 26/2023 (X1 POST)**
Component: Surgical Unit
- SALARY** : Grade 1: R906 540 – R1 975 738.per annum all-inclusive package + a Fixed commuted overtime.
Grade 2: R1 034 373 – R1 129 116.per annum all-inclusive package + a fixed commuted overtime.
Grade 3: R1 197 150 – R1 491 627 per annum all-inclusive package + a fixed commuted overtime. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.)
- CENTRE REQUIREMENTS** : DR Pixley Ka Isaka Seme Memorial Hospital
: **Grade 1:** No experience required after completion of Community Service. Appointment to grade 1 requires 01 year relevant experience after registration as a Medical Practitioner with a recognised Foreign Health Professional Council in respect of foreign employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade2:** Five (05) 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 (06) relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respects of foreign qualified employee, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Five (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign Health Professional Council in respects of foreign qualified employee, of whom it is not required to perform Community Service, as required in South Africa Senior Certificate /Grade 12 or equivalent. An appropriate tertiary qualification (MBCHB) or equivalent. Registration certificate with HPCSA as a Medical Practitioner. Current registration with HPCSA as a Medical Officer (2023/2024 receipt). Unendorsed valid code B driver's license (code 08). Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. All successful candidates will have to spend a minimum of 1 year in the Orthopaedics Department. Knowledge, Skills, Training And Competence Required: Sound knowledge and clinical skills in the assessment and management of surgical unit at a regional hospital with a proven work record. Ability to diagnose, manage and perform specialised procedures in General Surgery at a regional hospital including the provision of emergency. Implementation of current surgical health, public service policies and guidelines, including participation in quality improvement programs, clinical audits and the academic program. Good communication and interpersonal skills. Ability to work in a multidisciplinary team setting.
- DUTIES** : Key Performance Areas: Participation in Group 3 commuted overtime duties is compulsory. Incumbents will be required to perform clinical duties in the Department of General Surgery at Dr Pixley Ka Isaka Seme Memorial Hospital. Assessment, diagnosis and management of patients within the framework of Surgical Health programme of the province. Participate in quality improvement imperatives including clinical audits, reporting, review and collection of statistics. Supervision and support of junior medical officers, community service officers and interns. Teaching of medical students, nursing staff and participation in the intern training program. Participate in the departmental academic programme. Assist and participate in research activities as defined within the department. Participation in clinical support and outreach to facilities referring to the hospital, under specialist guidance.
- ENQUIRIES APPLICATIONS** : Dr SS Kader Acting: HCU General Surgery Contact no: 031 530 1471
To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
- FOR ATTENTION** : Deputy Director: HRM

NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za. No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 14/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of All occupational categories in the Department. Persons with disabilities should

CLOSING DATE : 14 July 2023.

POST 22/416 : **ENGINEER: INFRASTRUCTURE REF NO: LRH 46/2023 (1 POST)**

SALARY : Grade A: R795 147 – R847 221.per annum per annum
Grade B: R894 042 – R962 292.00 per annum
Grade C: R1 020 087 – R1 197 978 per annum annum all-Inclusive package (consist of 70% Basic salary and 30% flexible Portion that may be structured in terms of applicable rules).Other Benefits: 13TH Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional).

CENTRE : Ladysmith Regional Hospital

REQUIREMENTS : Senior Certificate/Grade 12 plus. Degree or diploma in Mechanical Engineering NQF level 6 or equivalent qualification. Registered with ECSA as a Professional Engineer. Valid Driver's License. 3 years' experience post qualification. Certificate Of Service Endorsed By Human Resource Department. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills, Trainings and Compitancies.: Construction Industry Development Board Act of 2000 and Regulations. PFMA/Division of Revenue Act/Treasury Regulations/Practice Notes/Instructions/Circulars/Construction Procurement System. Provincial/Departmental Supply Chain Management Policies. Occupational Health and Safety Act of 1993. Broad Based Black Empowerment Act of 2003. Preferential Procurement Act of 2000 and Regulations. Quantity Surveying Profession Act 2000. National Building Standards Act of 1977 and Regulations. Government Immovable Asset Management Act of 2007. Relevant Provincial Land Administration Legislation. ISO standards. All different types and forms of construction contracts. Competence Standards for Construction Procurement as Issued by CIDB. Project and Construction Management Act of 2000. Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act of 2000. Health Act and Regulations. National Environmental Management Act of 1998. Engineering Profession Act of 2000. Applying Expertise and Technology. Adhering to Principles and Values. Deciding and Initiating Action. Delivering Results and Meeting Customer Expectations. Writing and Reporting. Formulating Strategies and Concepts. Planning and Organising. Presenting and communicating Information. Analysing. Learning and Researching. Creating and Innovation. Relating and Networking. Computer Literate.

DUTIES : key performance areas. Ensure Infrastructure Programme and Project Planning in line with IDMS. Ensure Infrastructure Programme and Project Implementation and Monitoring. Ensure Infrastructure Project Commissioning. Orientate users in terms of the optimal usage of Facilities. Infrastructure Programme and Project Evaluation. Implement quality control of work delivered by employees. Maintain discipline. Develop and manage the operational plan. Plan and allocate work. Coordinate and participate in project commissioning, including site visits. Review the Maintenance Plans and Budgets on completion of projects. Collect and update information on systems (if applicable) in terms of Technical Condition Assessments on completion of projects. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the

		Department including interaction with relevant professional development boards/councils.
<u>ENQUIRIES</u>	:	MR. T.J.Mbambo (Deputy Director Facility Manager) Tel (036)6372111
<u>APPLICATIONS</u>	:	All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370 For Attention: Mr S.L.Dlozi
<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 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/417</u>	:	<u>PHARMACIST GRADE 1 OR GRADE 2 REF NO: MBO 31/2023 (3 POSTS)</u> Component: Pharmaceutical Services
<u>SALARY</u>	:	Grade 1: R768 489 - R814 437.per annum Grade 2: R830 751 - R880 521.per annum Grade 3: R906 540 - R961 614.per annum
<u>CENTRE REQUIREMENTS</u>	:	Mbongolwane Hospital National Senior Certificate (Grade12). Bachelor of Pharmacy Degree/Diploma. Registration as pharmacist with the South African Pharmacy Council. Current registration with South African Pharmacy Council for 2023. Proof of minimum of 2 CPD entries submitted with South African Pharmacy Council Recommendations: Valid driver's license. Computer literacy. Rx solution. Rx Solution dispensing Knowledge, Skills & Competency: Thorough understanding and knowledge of the relevant Acts, Good Pharmacy practices, the national drug policy, District Health System and Essential Drug List. Sound knowledge of work processes and procedures in the pharmacy department. Ability to manage conflict and apply discipline. Ability to work under pressure. Commitment to service excellence with sound decision making, ethical and innovative skills
<u>DUTIES</u>	:	Key Performance Areas: Provide accurate, efficient cost and quality pharmaceutical services. Provide comprehensive pharmaceutical services for inpatients and outpatients sections. Provide expert and professional advice regarding medicine information, counselling and services to healthcare professionals and patients. Supervise / Train Pharmacist Interns and Pharmacist Assistants. Exercise rational medicine use and participate in PTC activities. Ensure maintenance of cold chain in the hospital and attached clinics. Promote Batho Pele principles in the execution of all duties for effective service delivery Monitor expenditure of pharmaceuticals to prevent over expenditure and wastage in pharmacy Provide adequate pharmaceutical support to all clinics attached to the hospital. Ensure compliance to National Core Standards (NCS). Participate in a 24 hour roster system which includes nights, weekends, public holidays and standby duties. Play an active role in the implementation of Quality Assurance and Quality improvements projects. Organize and control the prepacking and compounding of pharmaceutical products. Ensure health and safety rules and regulations are adhered to.

- ENQUIRIES** : Ms. HZ NQINI (Assistant Director: Pharmaceutical Services) Tel: 035 476 6242/ Ext 1036
- APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to: Mbongolwane District Hospital
- FOR ATTENTION** : Human Resource Manager
- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae Only, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. **NB**: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered
- CLOSING DATE** : 14 July 2023
- POST 22/418** : **ASSISTANT MANAGER NURSING (PHC) REF NO: CBH23/ 2023 (1 POST)**
- SALARY** : R724 278 – R767 184 per annum Other Benefits: Medical Aid: optional, commuted overtime , 13th Cheque 8% Rural Allowance
- CENTRE** : Catherine Booth Hospital
- REQUIREMENTS** : Standard 10 or Grade 12. Degree / Diploma in General Nursing and Midwifery. PHC certificate endorsed by SANC .Current SANC receipt as a General Nurse and Midwifery. A minimum of 10 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing . At least 6 years of the period referred to above must be appropriate / recognizable in the specific field after obtaining 1 year PHC certificate and 3 years' experience at managerial level. Drivers license. Knowledge of nursing care process and procedures, nursing statuses, Nursing Act, Health Act, Nurses pledge, Patient Rights Charter, Batho Pele Principles etc. Knowledge and understanding of legislative framework governing the public service. Knowledge of HR, Finance, Skills Development, Labour Relations, Public Regulations etc. Conflict, Change and people management. PHC guidelines and other prescript.
- DUTIES** : Manage OPD, Eye clinic, HAST, Mobile services and other OPD related clinic. Delegate, supervise and co- ordinate the provision of effective and efficient patient care through adequate nursing care. Participate in the implementation of the nursing plan, clinical audits, QIP's and implementation for quality care. Ensure that practice in nursing is in accordance with laws and regulations relevant to nursing and health care. Participate in the formulation of nursing standards, protocols, SOP's, policies and ensure implementation through monitoring and evaluation. Manage HR. Develop / establish and maintain constructive relationship with nursing and hospitals referring to Catherine Booth Hospital. Ensure implementation of clinical governance in the units and monitoring is done. Only shortlisted candidates will be required to submit proof of all documents .
- ENQUIRIES** : Mrs. P.Z. Mbonambi Tel no: (035 474 8402)
- APPLICATIONS** : All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801:
- NOTE** : Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-www.kznhealth.gov.za, A comprehensive CV indicating three reference persons: Names and contact numbers .Applicants are not required to submit copies of qualification. Certified

copies of qualifications , proof of registration and other relevant documents will be requested from shortlisted candidates only, which maybe submitted to HR on or before the day of an interview. It is applicants responsibility who have the foreign qualification to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints, no S&T allowance will be paid to candidate for attending interview and no resettlement allowance during appointment be paid out .

- CLOSING DATE** : 14 July 2023
- POST 22/419** : **ASSISTANT MANAGER NURSING (M&E) REF NO: POM 08/2023**
- SALARY** : R724 278- R 627 474 – per annum Other benefits: 13th cheque. Medical aid (Optional). Home Owner’s allowance: Employee must meet prescribed requirements.
- CENTRE** : Pomeroy CHC.
- REQUIREMENTS** : Senior Certificate / Grade 12/Standard 10. Degree/National Diploma in Nursing and Midwifery. A Minimum of eight years appropriate/recognisable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at Management level. Certificate of registration in Diploma Nursing Science accredited by SANC .Registration with SANC 2023 . Valid Driver’s licence. Knowledge; Skills; Training and Competencies Required: Knowledge of legislative, policy and M&E Framework informing health service delivery. Knowledge of legislative and planning framework. Basic understanding of HR and Financial policies and practices. Basic understanding of the legislative framework governing the public service. Effective communication with supervisors, other health professional and support services personal and junior colleagues, including more complex reports writing when required. Computer literacy to adequately manage information according to the requirements of the facility. Knowledge of hospital quality assurance and infection control practices. Knowledge of health facility function and operation. Leadership, Management, Planning, Organizing ad operation. Knowledge of Data Management and M&E principles. Decision making skills. Ability to compile concise report.
- DUTIES** : Key Performance Areas: Administer evidence/results based monitoring and evaluation system in the institution as well feeder facilities within the Provincial M&E Framework and monitor research activities the institution. Implement the M&E framework at facility level and monitor implementation. Plan and co-ordinate the implementation and monitoring of data a quality and quality assurance in service delivery. Ensure development, review and maintenance of institution policies and protocols. Monitor compliance with implementing the M&E framework, data management policy & SOP, quality assurance and infection prevention & control guidelines. Analyse data obtain from the source and other management information systems against indicators with a view to develop reliable performance profile for variation and publishing of the prescribed performance other reports. Coordinates functions of HIT (Health Information Team). Ensure information on births, morbidity and mortality reviews are conducted on a monthly. Ensure data is validating as per Data Management Standard Operational procedures. Provide report to the management and government structure. Co-ordinate the drawing of institutional plans which are aligned to annual performance plan and District Health plan in accordance with the hospital and governing laws. Ensure the efficient and effective utilization of resource allocated to the component, inclusive of the development of staff. Supervise staff and ensure compliance to the performance management development pre-requisites. Co-ordinates and control actives of the component. Ensure that quality control systems are in the place for use during inspection and auditing to provide objective evidence of findings when conducting audits in accordance with the hospital and governing laws. Monitor audit findings and ensure implementation of action plans.
- ENQUIRIES** : Mr.SL Majozi Tel No. (034) 662 3300.

- APPLICATIONS** : All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; POMEROY; 3020. OR Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 08/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s).NB: Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T And Resettlement Payment For Attendin Interviews. Accomodation Will Only Be Allocated When It Is Available Otherwise Successful Candidate Must Arrange Their Private Accomodation Prior To Assumption of Duty. No Interim Accommodation In A Form Of Bed And Breakfast Or Hotel Accommodation
- CLOSING DATE** : 14 July 2023
- POST 22/420** : **ASSISTANT NURSING MANAGER (CHRONIC, ACUTE AND EMERGENCY STREAM) REF NO: IMBALCHC07/2023 (1 POST)**
- SALARY** : R683 838 – R767 184 per annum Allowances: 8% rural allowance, 13th cheque, housing allowance and medical aid (employee must meet the prescribed requirements)
- CENTRE REQUIREMENTS** : Imbalenhle CHC
- : Senior certificate STD 10/ (Grade 12), Basic R425 qualification i.e. Degree/Diploma in General nursing and Midwifery that allows Registration with the SANC as a Professional Nurse. One Year post basic nursing qualification in Clinical Nurse Science, Health Assessment, and Treatment and Care, accredited with the SANC. A minimum of Ten Years appropriate/recognizable nursing experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience in Clinical Nurse Science, Health Assessment, and Treatment and Care after obtaining the 1 year post-basic qualification in Clinical Nurse Science, Health Assessment, and Treatment and Care. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Certificates of Registration with the SANC (General Nursing and relevant post basic qualification) and current registration with the SANC (2023). Recommendations Qualification in Nursing Management, Driver's license, Computer literacy. Knowledge, Skills, Knowledge, Skills, Training And Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as Nursing Act, Occupational Health and Safety Act, Patients' Rights Charter, Batho-Pele Principles, etc. Sound management, negotiations, interpersonal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing management. Knowledge of HR and Financial policies and practices such as Skills Development Act, Public Service. Regulations, Labour Relations Act including disciplinary procedures. Computer literacy.
- DUTIES** : Key Performance Areas : Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care in the Facility. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Develop/establish and

maintain constructive working relationships with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork) : Ensure effective management, utilization and supervision of all resources and achievement of priority programs. Monitor and implement EPMDS. Improve quality of care through reduction of patient complaints, public complains and waiting times. Monitor and evaluate effectiveness of nursing staff development, infection control, quality control and information management practices in the facility against set standards with the view to identify gaps and address problems timeously. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably, at a management / supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Ensure the maintenance of quality care standards in all nursing streams including Outreach services and satellite clinics. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health body (SANC). Deal with grievances and labour relation issues in terms of laid down policies and procedures. Ensure the adherence to ICRM and Norms and Standards. Only shortlisted candidates will be required to submit certified copies of documents on or before the day of the interview.

- ENQUIRIES APPLICATIONS** : Mrs LH Sibiya : Deputy Nursing Manager Tel : 033 – 3989100.
 : Applications must be forwarded to : Human Resources Department Imbalenhle Community Health Centre, Private Bag X 9104, Pietermaritzburg 3200 or Hand delivered at Imbalenhle Community Health Centre- HR, Unit 3, Thwala Road, Imbali, Pietermaritzburg.
- CLOSING DATE** : 14 July 2023
- POST 22/421** : **OPERATIONAL MANAGER NURSING PHC, COMPONENT: GATEWAY CLINIC: REF NO: OPM PHC GTW 30/2023 (X 1 POST)**
- SALARY** : Grade 1: R664 485 - R703 52.per annum Other Benefits: medical aid (optional), rural allowance, housing allowance: employee must meet the prescribed requirements.
- CENTRE REQUIREMENTS** : Eshowe District Hospital
 : Diploma/degree in nursing or equivalent. Current registration with South African Nursing Council as a Professional Nurse. A minimum of 9 years appropriate/recognizable nursing experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, of which at least 5 years must be appropriate/recognizable experience, after obtaining the one year post basic qualification in the relevant specialty. Post Basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management Knowledge, skills, training and competencies required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks i.e. Nursing Act, Occupational Health & Safety Act, Patient's Rights Charter, Batho Pele principles, Public Service Regulations, Grievance Procedures etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counseling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills
- DUTIES** : Provision of advanced/more complex primary curative health. Continuous evaluation of nursing care and nursing services. Involvement with matching research to the needs of the community. Work effectively and amicably, at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Provide a safe and therapeutic environment to practice safe nursing care. Monitor and evaluate staff performance in terms of Employee Performance Management Development System (EPMDS). Ensure the effective management of complaints. Ensure quality data management.

Ensure proper utilization of all resources and exercise care over government property. Facilitate the realization and maintenance of ideal clinic program. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Participate in operation sukuma sakhe. Support PHC re-engineering by ensuring that outreach teams are functional. Implement and monitor all relevant legislation frameworks and prescripts.

**ENQUIRIES
APPLICATIONS**

: Assistant Manager PHC: MR PM Mnguni Tel No: 035-4734500
: 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
NOTE**

: Mrs GZ Dube: Human Resource Manager
: 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

: 21 July 2023

POST 22/422

: **OPERATIONAL MANAGER NURSING PHC, COMPONENT: NDLANGUBO CLINIC: REF NO: OPM PHC NDL 31/2023 (X 1 POST)**

SALARY

: Grade 1: R664 485 - R703 52. per annum Other Benefits: medical aid (optional), rural allowance, housing allowance: employee must meet the prescribed requirements.

**CENTRE
REQUIREMENTS**

: Eshowe District Hospital
: Diploma/degree in nursing or equivalent. Current registration with South African Nursing Council as a Professional Nurse. A minimum of 9 years appropriate/recognizable nursing experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, of which at least 5 years must be appropriate/recognizable experience, after obtaining the one year post basic qualification in the relevant specialty. Post Basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Knowledge, skills, training and competencies required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks i.e. Nursing Act, Occupational Health & Safety Act, Patient's Rights Charter, Batho Pele principles, Public Service Regulations, Grievance Procedures etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counseling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills

DUTIES

: Provision of advanced/more complex primary curative health. Continuous evaluation of nursing care and nursing services. Involvement with matching research to the needs of the community. Work effectively and amicably, at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Provide a safe and therapeutic environment to practice safe

nursing care. Monitor and evaluate staff performance in terms of Employee Performance Management Development System (EPMDS). Ensure the effective management of complaints. Ensure quality data management. Ensure proper utilization of all resources and exercise care over government property. Facilitate the realization and maintenance of ideal clinic program. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Participate in operation sukuma sakhe. Support PHC re-engineering by ensuring that outreach teams are functional. Implement and monitor all relevant legislation frameworks and prescripts.

**ENQUIRIES
APPLICATIONS**

: Assistant Manager PHC: MR PM Mnguni Tel No: 035-4734500
 : 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
NOTE**

: Mrs GZ Dube: Human Resource Manager
 : 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

: 21 July 2023

POST 22/423

: **ASSISTANT MANAGER NURSING SPECIALTY AREA (MCWH) REF NO: AMN MCWH 11/2023 (1 POST)**

SALARY

: R683 838 - R767 184.per annum Other Benefits: medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements.

**CENTRE
REQUIREMENTS**

: Eshowe District Hospital
 : Senior certificate/Grade 12 or equivalent qualification. Diploma/Degree in General Nursing and Midwifery. One year post Basic Diploma in Advanced midwifery and Neonatal Nursing Science. Current registration with SANC as General Nurse and midwife. A minimum of 10 years appropriate/ recognisable experience after registration as a Professional Nurse with SANC in General nursing. At least 6 years of the period above must be recognizable experience after obtaining one year post Basic qualification in advanced midwifery and Neonatal Nursing Science. At least 3 years of the period referred to above must be appropriate/ recognizable experience at management level. 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. Recommendations: Diploma/degree in Nursing Management. Knowledge, skills, training and competencies required: Financial management, leadership, organizational, decision making and problem solving skills, Knowledge of public service policies and other health related prescripts, Sound knowledge of code of conduct. Good interpersonal skills, Human Resource management and Labour Relations Act, knowledge of public services acts, regulations and policies, knowledge and experience in implementation of Batho Pele principles, patient's right charter and code of conduct, knowledge

		on SANC rules and regulations. Computer literacy with proficiency in MS office software application.
<u>DUTIES</u>	:	Coordination of optimal, holistic specialized nursing care provided within set standards and professional/ legal framework. Ensure implementation of maternal and child health care programmes, e.g. PMTCT, MBFI, PPIP, KINC, NEPOC, etc. Ensure implementation of operational imperatives set by the District as per Health policies and programmes. Ensure cost effective and appropriate management of resources. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele. Ensure staff development, implementation and evaluation of EPMDS in line with departmental prescripts. Provide effective and professional leadership in Clinical Governance to ensure clinical accountability and quality patient care. Participate in Nerve Centre Meetings and provide guidance. Resolve conflicts, oversee disciplinary and grievance matters including monitoring and managing absenteeism. Provide leadership in the implementation of the National Core Standards. Ensure quality Data Management.
<u>ENQUIRIES</u>	:	Nursing Manager: MR MT Dube Tel No: 035-4734500
<u>APPLICATIONS</u>	:	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.
<u>FOR ATTENTION</u>	:	Mrs GZ Dube: Human Resource Manager
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za . Applicants are not required to submit copies of qualifications and other relevant documents on application but <u>must</u> 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).
<u>CLOSING DATE</u>	:	21 July 2023
<u>POST 22/424</u>	:	<u>OPERATIONAL MANAGER (PRIMARY HEALTH CARE) REF NO: IMBALCHC08/2023 (1 POST)</u>
<u>SALARY</u>	:	R627 474 – R703 752 per annum Allowances: 8% rural allowance, 13 th cheque, housing allowance and medical aid (employee must meet the prescribed requirements)
<u>CENTRE</u>	:	Azalea Clinic
<u>REQUIREMENTS</u>	:	Grade 12 (senior certificate).Basic R425 qualification i.e. Degree/Diploma in General nursing and Midwifery plus 1 year post basic qualification in Primary Health Care as per R212 SANC Regulation. Current registration with SANC (2023). Current registration with SANC as General Nurse, Midwifery, and Primary Health Care Nurse. Experience: A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in Primary Health Care as per R212 SANC Regulation after obtaining (1) year Post basic in Primary Health care. Recommendations: Previous experience in managerial position and or supervisory position. Training Certificate in Nurse Initiated and Management of ART (NIMART). Computer literacy (MS Word, Excel, PowerPoint, and Outlook). Valid code B driver's license. Knowledge,

		Skills And Compencies Required : Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making, and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counseling skills. Financial and budgetary knowledge pertaining to the resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills in basic programs.
<u>DUTIES</u>	:	Key Perfomance Areas : Delegate, supervise, and coordinate the provision of effective and efficient patient care through adequate nursing care. Facilitate provision of comprehensive package of service at PHC level and implementation of quality improvement programs to comply with NHI. Ensure adequate control of human and material resources including vehicles. Supervise and monitor staff performances according to EPMDS. Supervise and monitor COVID 19 vaccination programme. Evaluate and monitor compliance with clinical protocols, norms, and standards. Monitor implementation of performance indicators on a daily, weekly, monthly, and quarterly basis, provide feedback to management, analyze, verify data, and draw up quality improvement plan and implementation plan. Exercise control of discipline and any other Labor Related issues in terms of laid down procedures. Compile and submit reports timeously. Monitor and evaluate the care and management of all patients through clinical audits. Maintain constructive working relationships with all the stakeholders i.e. inter-professional, inter-sectorial, and multi-disciplinary team. Work outside normal working hours and weekends according to community needs. Assists in consultation of patients to reduce waiting times. Provide direct and indirect supervision of all staff within the unit and give guidance. Monitor implementation of PHC re-engineering in clinic. Supervise Satellite clinic and Mobile unit in the absence of Assistant Nursing Manager. Work extended hours according to community needs. NB: Only shortlisted candidates will be required to submit certified copies of documents on or before the day of the interview.
<u>ENQUIRIES</u>	:	Mrs NM Chonco : Assistant Nursing Manager Tel : 033 – 398 9100 EXT : 9140
<u>APPLICATIONS</u>	:	Applications Must Be Forwarded To : Human Resources Department Imbalenhle Community Health Centre, Private Bag X 9104, Pietermaritzburg 3200 or Hand delivered at Imbalenhle Community Health Centre- HR, Unit 3, Thwala Road, IMBALI, PIETERMARITZBURG.
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/425</u>	:	<u>OPERATIONAL MANAGER (PRIMARY HEALTH CARE) AMAKHABELA CLINIC REF NO: GTN 23/2023 (1 POST)</u>
<u>SALARY</u>	:	R627 474.per annum Other Benefits: 13 TH Cheque, plus12% Rural allowance, Medical aid (optional). Housing allowance
<u>CENTRE</u>	:	Greytown Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate /Grade 12. Basic R425 qualification (i.e. Degree / Diploma) in Nursing and Midwifery with the SANC as a Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Nurse. Current SANC receipt (2023). A Minimum of 9 years appropriate / recognizable Nursing experience after registration with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post basic qualification in Primary Health Care.
<u>DUTIES</u>	:	Facilitate provision of integrated comprehensive PHC package in the facility and implementation of quality improvement programs to comply with NHI. Develop the clinic operational plan, monitor the implementation of and submit the progress report. Ensure that the facility attains the IDAEL CLINIC status. Ensure implementation and monitoring of priority health programs and ensure that the expected targets are met. Participate in clinical audits in the facility and ensure implementation of quality improvement plans supported by strong work ethics. Supervise and support the community outreach team and ensure submission of reports. Manage effectively the utilization and supervision of allocated resources. Coordination of the provision of effective training and research. Ensure Batho Pele principles, Norms and Standards and Ideal Clinic priorities are implemented. Maintain professional growth/ethical standards and self-development. Ensure staff development and monitor staff performance according to EPMDS. Analyse and interpret statistics weekly and monthly facilitate implementation of remedial action. Compile monthly statistics and

other reports. Advocate for resources at management level and have input into the budget for the clinic. Co-ordinate special projects and health promotion projects in line with the health calendar. Establish and maintain constructive working relationship with staff and other stakeholders maintain inter sectoral collaboration with other government sectors and provide support to OSS activities. Exercise control over discipline, grievance and other labour issues. Strengthen Nursing ethics and professionalism amongst staff at the clinic. Evaluation and monitor compliance with clinical protocols, norms and standard at the clinic.

- ENQUIRIES** : Ms. P.P.L Nkala Tel (033 4139 400).
- APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250 .
- FOR ATTENTION** : Attention to: Mrs Z.J Ngobe
- NOTES** : 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
- CLOSING DATE** : 14 July 2023
- POST 22/426** : **OPERATIONAL MANAGER (PRIMARY HEALTH CARE) GATEWAY CLINIC REF NO: GTN 24/2023 (1 POST)**
- SALARY** : R627 474.per annum Other Benefits: 13TH Cheque, plus12% Rural allowance, Medical aid (optional). Housing allowance
- CENTRE** : Greytown Hospital
- REQUIREMENTS** : Senior Certificate /Grade 12. Basic R425 qualification (i.e. Degree / Diploma) in Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Nurse. Current SANC receipt (2023). A Minimum of 9 years appropriate / recognizable Nursing experience after registration with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post basic qualification in Primary Health Care.
- DUTIES** : Facilitate provision of integrated comprehensive PHC package in the facility and implementation of quality improvement programs to comply with NHI. Develop the clinic operational plan, monitor the implementation of and submit the progress report. Ensure that the facility attains the IDAEL CLINIC status. Ensure implementation and monitoring of priority health programs and ensure that the expected targets are met. Participate in clinical audits in the facility and ensure implementation of quality improvement plans supported by strong work ethics. Supervise and support the community outreach team and ensure submission of reports. Manage effectively the utilization and supervision of allocated resources. Coordination of the provision of effective training and research. Ensure Batho Pele principles, Norms and Standards and Ideal Clinic priorities are implemented. Maintain professional growth/ethical standards and self-development. Ensure staff development and monitor staff performance

according to EPMDs. Analyse and interpret statistics weekly and monthly facilitate implementation of remedial action. Compile monthly statistics and other reports. Advocate for resources at management level and have input into the budget for the clinic. Co-ordinate special projects and health promotion projects in line with the health calendar. Establish and maintain constructive working relationship with staff and other stakeholders maintain inter sectoral collaboration with other government sectors and provide support to OSS activities. Exercise control over discipline, grievance and other labour issues. Strengthen Nursing ethics and professionalism amongst staff at the clinic. Evaluation and monitor compliance with clinical protocols, norms and standard at the clinic.

- ENQUIRIES** : Ms. P.P.L Nkala Tel (033 4139 400).
- APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250
- FOR ATTENTION** : Attention to: 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
- CLOSING DATE** : 14 July 2023
- POST 22/427** : **OPERATIONAL MANAGER –ENSINGWENI CLINIC REF: CBH20/ 2023 (1 POST)**
- SALARY** : R627 474 – R703 752.per annum: Medical Aid: optional , commuted overtime , 13th Cheque 8 % Rural Allowance
- CENTRE** : Catherine Booth Hospital
- REQUIREMENTS** : Standard 10 or Grade 12. Degree / Diploma in General Nursing and Midwifery. One year post basic qualification PHC certificate issued by SANC. A minimum of 9 years appropriate recognizable nursing experience 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 after obtaining 1 year post basic qualification in Primary Health Care .Current SANC receipt . Only shortlisted candidates will submit proof / certificate of service. Good report writing and time management skills. Understanding nursing legislation , ethical nursing practices and how these impacts on service delivery .Good communication, interpersonal relations, counselling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act , OH& S Act , Batho Pele etc. Principles and Patients' Rights Charter, Labour Relation Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling Co- ordination and planning skills. Ability to assist in formulation of patient care related policies. Computer skills
- DUTIES** : Leadership, development of capacity and supervision of PHC and engage all stakeholders. HR management. Ensure National PHC package is implemented and monitored in all areas. Facilitate, ensure and monitor service integration

and stakeholder, DOH partners and other Government Departments involvement. Monitor implementation of all programs and ensure that targets are met. Ensure effective and efficient utilization of resources. Advocate for resources at managerial level, and input into the budget for PHC in the service area. Conduct activities aiming at attainment of Ideal Clinic maintenance. Provision of quality health care according to Health standards compliance. Ensure the maintenance of Ideal clinic status. Only shortlisted candidates will be required to submit proof of all documents.

- ENQUIRIES** : Mrs. P.Z. Mbonambi Tel no: (035 474 8402)
- APPLICATIONS** : All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801
- NOTE** : Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-www.kznhealth.gov.za, A comprehensive CV indicating three reference persons: Names and contact numbers. Applicants are not required to submit copies of qualification. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only, which maybe submitted to HR on or before the day of an interview. It is applicants responsibility who have the foreign qualification to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints, no S&T allowance will be paid to candidate for attending an interview and no resettlement allowance during appointment be paid out.
- CLOSING DATE** : 14 July 2023
- POST 22/428** : **ASSISTANT MANAGER NURSING – GENERAL STREAM REF NO: OSIOAMN 27/2023(X1 POST)**
- SALARY** : R627 474 per annum Other Benefits: 13th Cheque / service bonus, PLUS 8% Rural allowance, Home owners Allowance (Employee must meet prescribed requirements) (Medical Aid (Optional)
- CENTRE** : Institution: Osindisweni District Hospital
- REQUIREMENTS** : Matric or senior certificate. Diploma / Degree in General nursing and Midwifery or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with South African Nursing Council as a Professional Nurse and Midwifery (SANC Receipt for 2023). Minimum of 8 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council in General Nursing. At least 3 years of the period must be appropriate recognizable experience in management level. Current and previous experience endorsed and stamped by Human Resource (Employment History). NB: Only shortlisted candidates will be required to submit certified documents on or before the day of the interview. Recommendation; Computer Literacy. Driving Licence Code EB 8 OR EC 10. Knowledge, Skills, Training And Competencies Required; Knowledge of Nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, Occupational Health and Safety Act, Public Service Regulations, Labour Relations Act, disciplinary code and procedures, grievance procedures e.t.c. Knowledge of SANC Rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programmes, Batho Pele principles and Patient Rights Charter. Insight into procedures and policies pertaining to nursing care. Human Resource Management and basic financial management skills. Knowledge on HIV / AIDS PLUS TP programmes. Leadership, organisational, management and report writing skills. Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills. Computer skills in basic programmes.
- DUTIES** : (KRAs):_Ensure co-ordination of various clinical and support services that functions are performed within a multidisciplinary approach to allow for total patient care. Contribute to development of clinical management guidelines and protocols for management of patients and ensure acceptable level of care

within available resources. Formulate and monitor operational plan which is online with the strategic plan of the hospital and department. Assist in the implementation of priority programmes e.g. Norms and Standards. Monitor and maintain standard set by accreditations bodies. Formulate programmes and project and ensure implementation thereof. Executes functions with proficiency within the prescripts of all applicable legislation and support the aim and objectives of the institution. Evaluate patients care programmes from times and make proposals proposals for improvement that is supported by strong work ethics. Ensure effective and efficient utilization of all resources allocated. Ensure implementation and maintenance of clinical competencies and to ensure that scientific principles of nursing processes are maintained. Provide expert advices concerning clinic management of patients .To lead in resuscitation of critical patient .To be well versed with labour relations. To be well versed with disaster management procedures. To Implement National Core Standard and formulate quality improvement plans and projects to improve quality of care. To be knowledgeable about management of risk in a trauma unit and forensic nursing.

- ENQUIRIES** : Mrs L.C. Mtshali Tel No: 032 541 9202
- APPLICATIONS** : Please forward/deliver applications quoting the reference number to Human Resource Department, Osindisweni Hospital, Private Bag X 15, Verulam, 4340. Hand delivered application may be submitted at Human Resource Office. 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.
- NOTE** : The following documents must be submitted: A detailed New (Z83) Employment Form which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, only shortlisted candidates will submit proof of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 02/2022.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), attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders (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 Attending The Interviews
- CLOSING DATE** : 14 July 2023
- POST 22/429** : **OPERATIONAL MANAGER NURSING- PHC STREAM REF NO: ELANDSOMN 02/2019 (1 POST)**
Directorate: Dundee Hospital
- SALARY** : Grade 1: R627 474 – R703 752.per annum Plus 12% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Elandskraal Clinic
- REQUIREMENTS** : Senior certificate/ Grade 12 or equivalent qualification. Diploma / Degree in General Nurse and Midwifery. Current registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery (2023). Post-Basic Diploma in Clinical Nursing Science, Health assessment, Treatment and care

(PHC) with duration of at least one (1) year. A minimum of 9 years appropriate/recognizable experience as nursing after registration with SANC in general nursing of which at least 5 years must be appropriate experience after obtaining Post Basic Nursing qualification in Primary Health Care. Valid Driver's License code 8 or 10. Knowledge, Skills And Competencies Required: Leadership, organizational, decision-making and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Knowledge of Labour relations and disciplinary procedures. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes.

DUTIES : Responsible for overall supervision in the provision of an integrated quality and comprehensive Primary Health Care service delivery to the community. Improve outcomes by focusing on health prevention health promotion curative and rehabilitative approach through the implementation of policies, guidelines and SOPs. Ensure PITC and adherence counselling is being provided to all clients in the facility. Promote advocacy, disclosure and adherence to treatment and care thus ensuring that facilities comply with the Batho Pele Principles. Ensure the provision of primary prevention strategies and integrated screening of TB HIV/AIDS COVID-19 NCDs, STIs and mental health. Ensure the availability of medication, essential equipment and supplies as well as proper utilization thereof. Participate in the realization and maintenance of ideal Clinic programme (ICRM) to comply with norms and standards of the health establishment according to OHSC. Ensure data management is implemented and monitored. Ensure communication and collaboration with other stakeholders is being improved through the support of OSS interventions. Maintain inter-sectoral collaboration with other government structures. Participate in the monitoring HR performance through EPMDs.

ENQUIRIES : MRS I.D Khumalo Contact details: 034-2121111 ext 259
APPLICATIONS : Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000 Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000

CLOSING DATE : 17 July 2023

POST 22/430 : **OPERATIONAL MANAGER NURSING (PHC) REF NO: OMN/LIND/05/2023 (1 POST)**

SALARY : R627 474 per annum Benefits: 13th cheque, Rural Allowance (provided the post meets the Requirements), Home owners allowance (employee must meet Prescribed requirements), Medical Aid (Optional)

CENTRE : Kwamashu Community Health Centre (Lindelani Clinic)
REQUIREMENT : Basic R425 qualification – Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. One year post basic qualification in in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC as a Professional Nurse (2023 SANC receipt). A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining one (1) year post basic qualification in the relevant specialty. Only shortlisted candidates will submit proof of current registration. Knowledge, Training, Skills & Competencies'required Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing act, Occupational health and safety act, Patients' rights charter, Batho Pele principles, Public service regulations, Labor relations act, Disciplinary codes and procedures, Grievance procedure, Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Computer skills in basic programs.

DUTIES : Manage, facilitate and coordinate provision of comprehensive package of service at PHC level, including priority programs and Quality improvement programs, in conjunction with a professional and legal framework. Assist and facilitate development of the operational plan, monitor the implementation and

submit progress reports. Conduct clinical/Nursing audits in the PHC and ensure implementation of the quality improvement plans supported by strong work ethics. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to client's needs, requirements and work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Coordinate the implementation of PHC reengineering strategy and supervise the implementation of the community Based outreach services. Ensure effective allocation, utilization and monitoring of resources in line with cost containment plan. Manage and coordinate smooth running and integration of the chronic program within the PHC services taking into consideration of ICSM prescripts. Ensure implementation, monitoring and evaluation of EPMDS in the unit. Manage and support education, in-service training, and practice development initiatives in the unit, maintain professional growth, ethical standards and participation in training and research. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Ensure Batho Pele Principles, norms and standards and Ideal Clinic priorities are implemented. Provide safe and therapeutic environment that allows for practice of safe nursing care as laid down by the Nursing Act, Occupational health and safety act. Ensure completion of accident/incident reports as they occur and timeous reporting. Coordinate special projects and health promotion in line with the program goals of health calendar. Ensure accurate collation, analysis and verification of data within the unit prior to submission. Ensure that the facility meets all targets for Priority Programmes. Maintain constructive working relationship with all stake holders i.e. inter-professional and multi-disciplinary team. Maintain inter-sectoral collaboration with other government structures through Operation Sukuma Sakhe Activities. Advocate and promote nursing ethos and professionalism in the clinic.

ENQUIRIES
APPLICATIONS

: Mrs. NC Sithole Tel: 031 504 8895
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance at P61 Mkhivane Road, Kwa-Mashu, 4360 or posted to Private Bag X013, Kwa-Mashu, 4360

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. The applicants must NOT submit copies of qualification, identity documents, certificates of service, professional registration certificates, driver's license and any other documents with your CV. Such copies need not be certified when applying for the post, the communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. 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 KCHC/DMN/073/2021. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. NB: Candidates May Be Subjected To A Technical Exercise/Competency Assessment As Part Of Selection Process Intended To Test Relevant Competencies Of The Job Due severe budgetary constraints that the CHC 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 CHC has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty. Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided 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)

CLOSING DATE

: 14 July 2023

POST 22/431 : **ASSISTANT DIRECTOR RADIOGRAPHER: SONOGRAPHER REF GJGM54/2023 (X 1 POST)**
Component: Allied Health Component

SALARY : Grade 1: R578 367.per annum
Grade 2: Salary R658 482.per annum Other Benefits: 13th Cheque, 12% inhospitable allowance, Home Owners Allowance & Medical Aid. (To qualify: Employee must meet all the prescribed policy requirements),

CENTRE REQUIREMENTS : General Justice Gizenga Mpanza Regional Hospital
Matric (Grade 12) or Senior Certificate. A Three (3) year National Diploma or B. Tech Degree in Ultrasound. Registration certificates as a Sonographer with HPCSA. Current Registration with HPCSA as a Sonographer (2023-2024). Minimum of five (5) years' experience as a radiographer/sonographer after registration with HPCSA as sonographer (independent practice). Knowledge, Skills and Competencies: Sound knowledge of ultrasound procedures: general, obstetrics and gynaecology. Sound knowledge of report writing. Good interpersonal relations and ability to perform well within the team. Knowledge of relevant Health & Safety policies, regulations and Acts. Knowledge of Quality Assurance procedure and methods. Sound communication, interpersonal, problem-solving, teaching and training skills. Ability to supervise junior and student sonographers. Sound knowledge of public service human resource policies and procedures including EPMSDs.

DUTIES : Perform Ultrasound examinations that yield important diagnostic information. Support the Radiography Manager in order to meet objectives of providing ultrasound services. Provide high quality ultrasound services according to the patient's needs. To promote good health practices and ensure optimal patient care. Execute all ultrasound procedure completely to prevent complications. Provide general administrative duties as required. Compile reports and statistics. Contribute to overall work process of the component. Provide clinical training and supervision to junior staff and students. Participate in institutional radiographic policy making and planning for service delivery. Promote Bathopele principles in the execution of all duties for effective service delivery. Give factual information to patients and clients on ultrasound examinations. Participate in departmental Quality Assurance, Quality Improvement programmes and National Core Standards. Inspect and use equipment professionally to ensure that they comply with safety standards. Participate in development of policies and procedures to ensure that ultrasound services comply with the required prescripts. Communicate effectively with all stakeholders. Participate in ultrasound quality assurance programmes. Participate in Continued Professional Development (CPD) programmes and in-service training

ENQUIRIES APPLICATIONS : Mr M.R Leso (Deputy Director: Radiography) Tel: (032) 4376132
Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late

applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

CLOSING DATE : 21 July 2023

POST 22/432 : **CHIEF ULTRASOUND RADIOGRAPHER: REF NO: 06/2023 (1 POST)**

SALARY : R520 785 - R578 367.per annum
CENTRE : Addington Hospital: Kwazulu Natal
REQUIREMENT : National Diploma in Ultrasound / Bachelor's degree in Technology: Ultrasound, Registration certificate with the Health Professions as a Ultrasound Radiographer, Current registration card (2023/2024) with HPCSA as Ultrasound Radiographer, A minimum of three (3) years relevant experience after registration with the HPCSA as an Independent Practitioner (Ultrasound Radiographer),. Recommendations: Experience performing high risk Obstetric and anomaly scans, Paediatric scans. Experience in reporting on difficult pathologies. Knowledge, Skills Training and Competencies Required: Excellent knowledge of high-risk obstetrics and gynaecology, general, small parts, vascular, musculoskeletal scanning techniques, protocols and procedures. Basic knowledge of equipment use and trouble. Sound report writing and administrative skills and computer literacy. Knowledge of relevant Health and Safety Acts and Infection Control measures. Good communication, interpersonal relations and problem-solving skills. Basic supervisory skills.

DUTIES : Key Performance Areas: Provide a high quality ultrasound service in keeping with tertiary status of the hospital: general scans with complicated pathology and detailed Obstetric Scans. Provide correct interpretation of all ultrasound scans. Compile comprehensive reports as required in the working environment. Provide assistance, supervision and training to junior staff and students, including medical personnel. Promote good health practices and ensure optimal care of the patient. Execute all clinical procedures competently to prevent complications. Participate in quality improvement programmes, policy making, in-service training and National Core Standards.

ENQUIRIES : Mr M Chetty Tel : 031 327 2000
APPLICATIONS : All documents to be posted to: Attention: Human Resource Department, Addington Hospital, P O Box 977, Durban, 4000 Or Dropped off in the "Application BOX ", at the Security Dept-Staff Entrance, Prince Street entrance, Addington Hospital, South Beach, Durban.

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae.Applications are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form.NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to the large financial constraints no S & T and settlement claims will be considered for payment to candidates that are invited for the interview.

CLOSING DATE : 14 July 2023

<u>POST 22/433</u>	:	<u>OPERATIONAL MANAGER GENERAL – NIGHT DUTY REF GJGM52/2023 (X 1 POST)</u> Component: Nursing Management Services
<u>SALARY</u>	:	R497 193 per annum: Other Benefits: 13 th Cheque, Home Owners Allowance & Medical Aid.(To qualify: Employee must meet all the prescribed policy requirements), 8% inhospitable allowance
<u>CENTRE REQUIREMENTS</u>	:	General Justice Gizenga Mpanza Regional Hospital Senior Certificate. Diploma/Degree in Nursing Science and Midwifery. Registration with SANC as a General Nurse and Midwife. Current registration with SANC 2023. Minimum of Seven (7) years appropriate recognizable experience in Nursing after registration as a Professional Nurse. Recommendations: Diploma/Degree in Nursing Management. Knowledge, Skills and Competencies: Knowledge and insight into nursing processes and procedures. Nursing Statutes and other relevant Public Service Acts. Decision making and problem solving skills. Interpersonal skills in dealing with conflict management. Knowledge and implementation of norms and standards and ideal hospital realization and maintenance framework. Good communication skills. Supervisory and analytical thinking skills. Application of the APIER and SMART approach. Ability to work under pressure. Willingness to work shifts, night duty, weekends and public holidays including hours when the need arises.
<u>DUTIES</u>	:	Supervise, monitor and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Foster team spirit and commitment among all categories of staff. Do ward rounds so as to identify gaps and intervene thereafter. Relieve in matrons office day duty as the need arises. Ensure that ethical norms are being observed by the employees. Manage Human Resources. Monitor and supervise staff performance. Deal with disciplinary and grievance matters including monitoring and controlling absenteeism. Participate in the analysis, formulation, implementation and maintaining nursing care standards, policy, practices and procedures. Establish and maintain constructive working relationship with nursing and other stakeholders. Ensure that a healthy and safe environment is maintained. Maintain clinical competence by ensuring the scientific principles of nursing are maintained. Manage patient safety incidents and complaints. Monitor proper utilization of financial and physical resources. Manage data.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs EM Shabane (Deputy Director: Nursing) Tel: (032) 4376008 Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

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

- CLOSING DATE** : 21 July 2023
- POST 22/434** : **CLINICAL PROGRAMME CO-ORDINATOR (INFECTION PREVENTION AND CONTROL PRACTITIONER. REF NO: WWH/IPC/08/2023 (X1 POST)**
- SALARY** : R497 193.per annum 13TH Cheque/Service Bonus, Medical Aid Allowance (optional) Home Owner Allowance (subject to meeting prescribed requirements).
- CENTRE REQUIREMENTS** : Wentworth Hospital
National Senior Certificate/Grade 12. Degree/Diploma in Nursing science and midwifery. A minimum of 07 years recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Current registration with SANC. Valid driver's license code 08/10. Knowledge and skills required: certificate in infection, prevention control. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impact service delivery. Knowledge of infection control policies and guide lines. Ensure clinical nursing practice by nursing team (unit) in accordance with the scope of practice and nursing standards. Promote quality of nursing care as directed by professional scope of practice and standard determined by relevant health facility. Demonstrate a basic understanding of HR and financial policies and policies. Interpersonal skills including public relations, negotiations conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight to procedures and policies pertaining to nursing care. Leadership. Organizational decision making and problem solving abilities within the limits of the public sector and institutional policy framework.
- DUTIES** : Develop and implement an Infection Prevention and Control plan for the Institution. Identify Infection control risks and make recommendations on mitigations thereof. Ensure that all Departments comply with the IPC Framework, Guidelines and Protocols. Identify standard Operating Procedures to be formulated in relation to Provincial Guidelines Identify outbreak of Infection, initiate investigation and control measures in collaboration with the IPC Committee. Provide Effective and efficient Infection Prevention and Control services in the Institution. Conduct IPC Surveillance and report on the incidence and prevalence of alert organisms and communicable diseases to the District CDC. Serve as a Clinical governance champion in the facility, ensuring effective clinical risk management system. Identify and report all Hospital Acquired Infections. Visit the Departments within the institutions to identify infection prevention and control risks. Ensure strong relationship with District IPC and CDC teams as well as Laboratory Services. Ensure that infection Prevention and Control as well as Antibiotic Stewardship Committees are in place and Functional.
- ENQUIRIES APPLICATIONS** : Mrs. B .O Anderson Assistant nursing manager nursing (M&E) 0314605212
Application to be forward to: The Assistant Director HRM, Wentworth Hospital, Private Bag X02, Jacobs, 4026 OR hand deliver at 01 Boston road , Wentworth hospital.
- FOR ATTENTION NOTE** : Mr. M.S. Mgoza
The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR from the website www.dpsa.gov.za issued by Minister for DPSA in line with the regulations 10 of the Public Service Regulations 2016. Applicants must utilize the most recent Z83 form. The Z83 form must be fully completed in a manner that allows the selection committee to access the quality of a candidate based on the information provided in the form; Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV).Please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of interview.It is the responsibility of the applicant to have foreign qualification evaluated by the South African Qualification Authority. Applicants applying for more than one (1) post must submit a separate form Z83 as well as the documentation mentioned above in respect of each post. The Reference Number and Position of the post you applying, as stated in the advert must be

clearly indicated in the columns provided on the form Z83. Failure to comply with the above instructions will disqualify applicants. Fax, email, incomplete and late applications will not be considered / accepted. Please note that due to a large number of applications received, applications will not be acknowledged. However, should you not received any response after four weeks from the closing date of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for the posts. The appointment is subject to positive outcome obtained from the SSA to the following checks

- CLOSING DATE** : 14 July 2023
- POST 22/435** : **OPERATIONAL MANAGER (GENERAL STREAM) REF NO: GTN 25/2023 (1 POST)**
- SALARY** : R497 193 – R559 686.per annum per annum Other Benefits: 13TH Cheque , plus 12% Rural allowance, Medical aid (optional). Housing allowance
- CENTRE** : Greytown Hospital (TB/XDR/PRE- XDR Specialized unit)
- REQUIREMENTS** : Senior Certificate /Grade 12. Degree /Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse Plus. Current registration (2023) with the South African Nursing Council as a General Nurse and Midwifery Nurse Plus. A minimum of seven (07) years' appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing plus midwifery. Recommendation: Diploma/ Degree in nursing management Knowledge, skills, Training and Competences required. Knowledge of Nursing Care, Processes, Procedures, Nursing statutes and other relevant Legal framework such as Nursing Act, Health Act, Labour Relations Act, Batho Pele Principles, Patient right Charter etc. Demonstrate effective communication with patient, Supervisors, other health professional and juniors, colleagues, including more complex report writing when required. Work as part of multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably at a supervisory level with person of diverse intellectual, cultural, racial or religious differences. Able to manage own work time and junior colleagues to ensure proper nursing service in the unit. Demonstrate the required computer literacy to adequately manage information according to the requirements of the facility. Able to develop contact build and maintain a network of professional relations in order to enhance service delivery. Able to carry out inspection/ supervision and attend meetings. Leadership, organization, decision making, problem solving and interpersonal skills within the limits of the Public Sector.
- DUTIES** : Promote quality nursing care as directed by the professional scope of practice and standards as determined by the institution. Ability to manage the acute, Emergency/ trauma service in an outpatient department setting. Assist in planning, organizing, monitoring and evaluation of objectives of the units and departments. Demonstrate an understanding of Human resource and Financial Management practices and procedures. Supervise staff under your control, both clinic and non-clinical. Manage all resources within the unit effectively and efficiently to ensure optimal service delivery. Ensuring effective, efficient date management system. 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, requirement and expectations (Batho Pele). Demonstrate effective communication with patients, supervisor and other clinicians, including report writing when required. Ensure implementation, attainment of National Core Standards/ and develop QIP as per legal prescripts. Ensure compliance with all National, Provincial and Professional prescripts in order to render safe patient service and improve client satisfaction. Monitor and evaluate the care and management of all patients and ensure the maintenance of accurate and complete patient record. Participate in the analysis and information of nursing policies and procedures. Carry out EPMDS evaluation of the staff, formulate training programmers and participate in the training and development of staff. Provide directions and indirect supervision of all staff within the nursing department and give guideline. Ensure that all equipment in the nursing department is adequate, checked and in working order. Provide safe, therapeutic and hygienic environment as laid down by nursing Act occupational. Health and Safety Act and all other applicable prescripts. Work effectively and amicably at supervisory level with

persons of diverse intellectual cultural, racial or religious differences. Exercise control of discipline. Demonstrate flexibility where Health services need to be carries out. Oversee the functioning of the department and report to Assistant Manager Nursing. Support nursing management. Liaise with wards to arrange patient admission and movements

ENQUIRIES : Ms. P.P.L Nkala Tel (033 4139 400).
APPLICATIONS : Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown,3250
FOR ATTENTION : Mrs Z.J Ngobe
CLOSING DATE : 14 July 2023

POST 22/436 : **CLINICAL PROGRAMS COORDINATOR (QUALITY ASSURANCE) REF NO: GTN 26/2023 (1 POST)**
Component: Nursing

SALARY : Grade 1: R497 193.per annum (Other benefits: 13th cheque, plus 12% Rural allowance, Medical aid (Optional). Housing allowance

CENTRE : Greytown 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 2023 Recommendation: Valid driver's license, Computer literacy Knowledge, skills, Training and Competences required. Knowledge on applicable legislation such as Health Act, Nursing Act, Occupational Health and Safety Act and Waste Management Act. High level of verbal and written. communication skills. Must have good interpersonal relations. Computer literacy in word processing and spread sheet packages. High level of innovation and initiative.

DUTIES : Work as part of a multidisciplinary team to ensure good nursing care by the nursing team. Perform quality improvement audits and survey monthly and report to senior management. Monitor and evaluate delivery of quality care at the institution and clinics. Ensure implementation of National Core Standard and Provincial initiatives (Patients Right Charter, Batho Pele programmes, PEC, waiting times survey, clinical governance, ideal clinics etc). Co-ordinate quality improvement initiatives at the institution and clinics. Monitor and evaluate delivery of quality care at the institutional level including clinical care, waiting times and client experiences. Provide advice on various aspects of quality care to the institution and clinics. Monitor and evaluate compliance to the National and Provincial Quality Programmes e.g norms and standards for the PHC clinics and hospital package of care Identify, facilitate and co-ordinate all QIP's. Conduct survey to all priority programme e.g. housing, MCWH, HAST, PMTCT, IMCI, SRH and ICDN). Manage the accreditation programme for the institution and clinics

ENQUIRIES : Ms P.P.L Nkala Tel (033 4139 400)/ 410
APPLICATIONS : Applications forwarded to: Human Resource Manager, Private bag X 5562, 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) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every

applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

- CLOSING DATE** : 14 July 2023
- POST 22/437** : **CLINICAL PROGRAMMES COORDINATOR- INFECTION PREVENTION & CONTROL REF NO: LRH 47/2023 (1 POST)**
Component: Monitoring and Evaluation
- SALARY** : R497 193 – R559 686.per annum Other Benefits: 13TH Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% inhospitable rural allowance.
- CENTRE REQUIREMENTS** : Ladysmith Regional Hospital
Senior Certificate/Grade 12 plus. Degree / National Diploma in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwifery. A minimum of 7 years appropriate / recognizable experience in nursing after registration as a Professional nurse with SANC as a general nurse. NB: current and previous experience endorsed by Human Resource (certificate of service). A valid code 08 driver's license NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Recommendation: Computer literacy in word processing and spreadsheet packages. Knowledge, Skills, Training and Competencies Required: Working knowledge of health policies and current public service and health related legislation. High level of interpersonal relationship skills. Presentation and facilitation skills, assertiveness and diplomacy. High level of initiative and innovation. Ability to liaise with management. Good communication skills (written and verbal) and problem-solving skills. Practical experience in Infection Prevention and Control
- DUTIES** : Key Performance Areas: Optimize the built environment and ensure the continuous availability of essential materials and equipment needed to support the implementation of effective IPC measures toward improving patient safety and health outcomes. Train and teach clinical and non-clinical teams in evidence-based IPC practices. Plan and coordinate IPC training for staff according to the national curriculum. Provide input within the sub district on the surveillance, prevention, investigation and control of infectious diseases in the community. Coordinate report of Notifiable Medical Conditions to relevant authorities. Assist with the containment of community outbreaks to prevent further transmission where possible. Provide input into funding needs and budgets for IPC activities. Attend clinical ward rounds and advise on IPC matters. Facilitate and oversee the development of operational/business plans to give strategic guidelines. Maintain standards and norms of nursing practice to promote the health status of health care users: Manage and utilize resources in accordance with relevant directives and legislation: human, Financial and Physical Resources. Provide professional and technical support for the provision of quality patient care through proper management of relevant programmes: Develop and implement quality assurance programmes, guidelines, protocols, norms and standards: Utilise information technology (IT) and other management information systems to manage information for the enhancement of service delivery: Establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promotes effective and efficient health care.
- ENQUIRIES APPLICATIONS** : Dr M.E.Pule (Medical Manager) Tel: 036-6372111
: All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370
- FOR ATTENTION NOTE** : Mr S.L.Dlozi
: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must

be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

- CLOSING DATE** : 14 July 2023
- POST 22/438** : **OPERATIONAL MANAGER –GENERAL STREAM (NIGHT DUTY), REF NO: ITSH19/2023 (1 POST)**
- SALARY** : R497 193.per Annum, Other Benefits: 13th Cheque Medical Aid (Optional) Housing allowance (employee must meet prescribed requirements) 12 % rural allowance.
- CENTRE REQUIREMENTS** : Itshelejuba Hospital
Degree/Diploma in General Nursing and Midwifery, Registration as a Professional Nurse with SANC in General Nursing and midwife; A minimum of 7 years appropriate/recognizable experience in General Nursing after registration as a Registered Nurse, Professional Nurse with SANC in General Nursing; Current SANC registration Recommendations: 3 years management experience/unit management, Degree/Diploma in Nursing Administration. Knowledge, Skills, Training & Competences Required: Work effectively, co-operatively, amicably at supervisory level with person of diverse intellectual' cultural and racial differences, Human Resource and financial management skills; Sound knowledge of disciplinary processes and grievance procedures; Knowledge of nursing care process and procedures. Sound knowledge of all legislation and regulations applicable to the health services and nursing status.
- DUTIES** : Key Performance Areas: Engage in clinical assessment and care of health service users. Ensure provision of optimal, holistic care in accordance with laws and regulations relevant to nursing. Ensure the implementation of the nursing care plans (clinical practice/ quality care)Implement standards, practices, criteria and indicators for quality nursing (quality practice);Maintain constructive working relationships with nursing and other stakeholders; Manage and monitor proper utilization of human, financial and material resources; Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Maintain professional growth/ethical standards and development of self and personnel; Conduct performance planning, monitoring and evaluation of staff; and Participate in health promotion and illness prevention initiatives within the institution. Ensure that quality data is submitted by all units on time ,Implement disciplinary procedures according to labour Relations Act.Co-ordinate operation Sukuma Sakhe Programme for the local Task Team. Process personnel claim forms for staff on night duty.
- ENQUIRIES** : All enquiries should be directed to Ms. JN Mthenjana contact details: 034-4134000
- APPLICATIONS** : All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to Human Resource Office or emailed to Slindokuhle.sithole@kznhealth.gov.za
- NOTE** : Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. 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.documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure

to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

- CLOSING DATE** : 14 July 2023
- POST 22/439** : **CLINICAL PROGRAM CO-ORDINATOR- NON COMMUNICABLE DISEASES, GERIATRICS, EYE CARE, DISABILITY AND REHABILITATION REF NO: ETH DO 06 /2023 (1 POST)**
- SALARY** : R497 193.per annum Other Benefits: 13th cheque, Medical Aid (optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE** : EtheKwini District Office.
- REQUIREMENTS** : Senior Certificate or equivalent qualification Plus Bachelor's Degree or Diploma in General Nursing and Midwifery. Minimum of 7 years appropriate/ recognizable nursing experience after registration as Professional Nurse with SANC in General Nursing of which 3 years must be experience in Geriatrics and Eye care / Working in a chronic stream in primary health care managing chronic ailments and their complications Current registration with SANC 2023 receipt. Valid Driver's license. Computer Literacy.(Certificate to be attached) Confirmation of current and previous experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Knowledge, Skills, Training and Competencies Required: Sound Project Management skills. Good facilitation, Human relations, negotiation. Good problem solving and decision making skills. Good verbal, written communication and report writing skills. Good monitoring and evaluation skills. Knowledge of District Health System. Knowledge of Public Service Legislative prescript. Basic financial management skills; Presentation skills. An Understanding of the challenges facing the public health sector. Aptitude for research so as to acquire new knowledge swiftly. Computer Literacy: Ms office Software Applications.
- DUTIES** : Key Performances Areas: Implement, Monitor and evaluate indicators which measure health practices relating to non-communicable diseases, geriatrics, eye care and dental care within the district. Plan, organise and conduct community health awareness campaigns and events that convey health messages and practises that support non-communicable diseases and eye care strategies. Provide guidance, support and monitor the implementation of integrated chronic disease model by the facilities. Improve management of non-communicable diseases and eye care through capacity building and support to the facilities thus ensuring quality improvement. Facilitate and support the strategies to improve cataract surgeries. Ensure effective, efficient and economically utilisation of allocated resource. Provide technical advice and training for the implementation of policies and guidelines related to the programme. Co-ordinate and implement senior citizen's fitness programme. Participate in District Quarterly reviews and provide monthly and quarterly report. Co-ordinate disability and rehabilitation services within the district. Provide oversight for state aided facilities and assist in the registration processes for old age homes
- ENQUIRIES** : Ms. N.O. Masondo Deputy Director Clinical and Programmes Tel No: 031 240 5310
- APPLICATIONS** : All Applications Should Be Forwarded To: Hand delivery: The HR Manager EThekwini District Office, 85 King Cetshwayo Highway Mayville Durban, 4000. Or Posted The HR Manager, EThekwini District Office, Private Bag X54318, Durban, 4000.
- NOTE** : Applications must be submitted on the NEW prescribed Application for Employment form (Z83) which must be originally signed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Detailed Curriculum Vitae must

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

- CLOSING DATE** : 14 July 2023
- POST 22/440** : **OPERATIONAL MANAGER NURSING (GENERAL –STREAM) REF NO: HLH28/2023 (1 POST)**
- SALARY** : R497 193 474.per annum plus; Medical aid (optional) 13th cheque, Housing Allowance (Employee must meet prescribed requirements and 12% Rural Allowance
- CENTRE** : Hlabisa Hospital
- REQUIREMENTS** :
 Matric/Senior Certificate or equivalent qualifications. Degree /Diploma in General Nursing Science and Midwifery. Registration with SANC as a Professional Nurse (2023 Receipt).Minimum of 7 years appropriate recognizable experience as a Professional Nurse after registration. Computer Literacy. Diploma /Degree in Nursing Management will be an added advantage. Driver's License Code EB (08) Knowledge, Skills, Training& Competencies Required: Knowledge in Nursing care process and Procedures, nursing statues and relevant legal frameworks. Nursing Act Occupational Health & Safety Act, patients, Rights Charter& Batho- Pele Principles. Leadership organization, decision making and problem solving abilities within limits of the public sector &institutional framework. Interpersonal skills including public relations, negotiating conflict handling and counselling skills Act, Public Service Act Regulation & Labour Relations Act. Good communication, report writing, facilitation, co-ordination &leadership skills as well as computer skills. People management and financial management skills.
- DUTIES** : Supervise & ensure the provision of an effective and efficient patient care through adequate e Nursing Care Plan Evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care& rehabilitation of patient's. Maintain constructive working relationships with Nursing and stakeholders i.e. inter-professional, interpectoral and multi-disciplinary team work. Analysis, formation and implementation of Nursing guidelines, practices, standards, policies & procedures. Manage and monitor proper utilization of human, financial, physical and material resources. Co-ordination of the provision of effective training and research. Provision of effective support to Nursing Service by assisting with relief duties of Supervisor and partake in overall unit function i.e. Team building. Ensure that infection control and prevention policies are implemented in the unit. Develop, monitor and evaluate staff I terms of EPMDS. Exercise control over discipline, grievance and all labour relations issues .Performs both clinical and administrative duties as required. Analyses the unit performance and conduct clinical audits in line with prescribed prescripts. Adhere to correct channels of communication as per the hospital organogram. Perform other duties assign by the supervisor and hospital management. Ensure implementation of ideal Hospital, Norms and standard, Make Look like a hospital and other departmental initiatives including provincial priorities .Conduct unit mortality and morbidity review meetings.
- ENQUIRES** : Mrs.B.S.V Ndlovu Tel: 035 838 8610

- APPLICATIONS** : The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937, Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.
- 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, An updated Curriculum Vitae (CV) ;and Z83 .Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity , affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person hose appointments /transfer/promotion will promote representatively will receive preference.
- CLOSING DATE** : 14 July 2023
- POST 22/441** : **OPERATIONAL MANAGER GENERAL-STREAM (NIGHT-DUTY) REF NO: OSI OM 28/2023 (X1 POST)**
- SALARY** : R497 193.per annum Other Benefits: 13th Cheque / service bonus, PLUS 8% Rural allowance, Home owners Allowance (Employee must meet prescribed requirements) Medical Aid (Optional)
- CENTRE REQUIREMENTS** : Institution: Osindisweni District Hospital
: Senior Certificate/Grade 12. Degree/ Diploma in general nursing and Midwifery. Current registration with SANC. (2023 RECEIPT). At least minimum of 7 years appropriate/recognizable experience as a Professional Nurse after registration. Applicants are not to submit copies/attachment/proof/certificates/ID/Driver's License/qualifications on application but only when shortlisted. Knowledge, Skills, Training And Competencies Required: Leadership, Management, planning, policies and procedures governing health care service delivery especially the forensic unit. Knowledge of code of conduct, Labour Relations and related policies. Knowledge of nursing care processes and procedure. Knowledge of nursing statutes and relevant legal framework. Knowledge of Human Resource Policies. Operational Management co-ordination networking liaison skills. Good communication, interpersonal relations, problem solving and conflict management skills. Planning management skills. Planning and organising report writing skills. People management and financial management skills.
- DUTIES** : Key Perfomance Areas: Ensure adequate coverage and supervision of staff in all units to allow provision of adequate patient care in an efficient and effective manner. Facilitate and strengthen implementation of health service delivery policies, procedures, clinical guidelines, protocols, plans and strategies aimed at achieving services excellence. Promote implementation of Batho Pele principles, patient's rights charter and acceptance professional/clinical ethical standards within the applicable legal framework. Participate and implementation of norms and standards, National Health Priorities and quality improvement initiatives including national priority program Plans. Ensure a safe environment for both patients and staff at night. Identify staff and students training needs, ensure that effective development takes place and monitor performance thereof. Demonstrate effective communication with staff, patients Colleagues, clinicians and other stakeholders including report writing and presentation. Ensure effective and efficient management and utilization of resources including staff, material, financial etc. Exercise control of discipline, grievance and labour relations in terms of laid down policies and procedures. Ensure all night Services are coordinated.
- ENQUIRIES APPLICATIONS** : Mrs L.C Mtshali – Tel. No. 032 5419202
: Please forward/deliver applications quoting the reference number to Human Resource Department, Osindisweni Hospital, Private Bag X 15, Verulam, 4340. Hand delivered application may be submitted at Human Resource Office. 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

**FOR ATTENTION
NOTE**

date please regard your application as being unsuccessful. Persons with disabilities should feel free to apply for these posts.

: Human Resource Department
: The following documents must be submitted: A detailed New (Z83) Employment Form which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, only shortlisted candidates will submit proof of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 02/2022.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), attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders (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 Attending The Interviews
14 July 2023

CLOSING DATE

POST 22/442

: **CLINICAL PROGRAMME COORDINATOR (INFECTION CONTROL) REF
NO: MBO 34/2023 (1 POST)**

SALARY

: R497 193 - R559 686.per annum Other Benefits: Medical Aid (Optional), Home Owners Allowance: Employee Must Meet Prescribed Requirements, 8% Rural Allowance, 13th Cheque

**CENTRE
REQUIREMENTS**

: Mbongolwane District Hospital
: Senior Certificate/Matric or Equivalent. Diploma / Degree In General Nursing Science. Current registration with SANC (2023). Experience: A minimum of 7 years appropriate/ recognizable experience after registration as Professional with SANC in General nursing. Current and previous work experience endorsed and stamped by Human Resource department (certificate of service). Recommendations: Computer literacy. Driver's License Code EB (08) Knowledge, Skills and Competences Required: Knowledge of Public Service Policies Act and Regulations. Knowledge of SANC Rules and Regulations. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impact on service delivery. Demonstrate a basic understanding of Human Resource and Financial policies practices. Strong interpersonal communication and presentation skills. Knowledge of code of conduct and labour relations.

DUTIES

: Key Performance: Sustain Infection Prevention and Control Programme. Conduct monthly Infection Prevention and Control meetings. Review and implement IPC plan and IPC programme annual and monitor progress on quarterly basis. Facilitate appointment and review of IPC Committee members. Draw and review implementation of the IPC vision and mission. Compile annually IPC Operational Plan and monitor progress. Conduct IPC audits, identify gaps and compile quality improvement plans for identified gaps. Develop and implement in service trainings and orientation induction programme for clinical and non clinical staff. Monitor and evaluate nursing care and other practices in the hospital. Conduct hygiene inspections in all departments and monitor implementation of action plans. Monitor application of aseptic technique when doing invasive procedure. Conduct quarterly ICAT and monitor implementation of action plans. Monitor management notification and reporting of communicable disease. Ensure timeous submission daily,

- weekly, monthly and quarterly reports to District office. Monitor implementation of infection control care plans
- ENQUIRIES** : Mr. TM Mpungose (Monitoring and Evaluation) Tel: 035 4766242 ext. 1005
- APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to: Mbongolwane District Hospital
- FOR ATTENTION** : Human Resource Manager
- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered
- CLOSING DATE** : 14 July 2023
- POST 22/443** : **CLINICAL PROGRAMME CO-ORDINATOR (QUALITY ASSURANCE) REF NO: ILE 10/2023 (1 POST)**
Component: Ile: Div Hsd Mon & Eval
- SALARY** : R497 193.per annum Benefit: 3thCheque, homeowner's allowance, and Medical aid optional (Employee must meet prescribed conditions)
- CENTRE** : Ilembe Health District Office
- REQUIREMENTS** : Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) Degree / Diploma in General Nursing, Current registration with SANC as General Nurse. A minimum of 7 years appropriate/ recognizable nursing experience as a General Nurse. Valid Driver's License (Code 8). Computer Literacy Ms Office (Word, Excel, Outlook & PowerPoint).N.B all the above mentioned documents need not be attached on application will be requested (only if shortlisted) Strong interpersonal and communication skills. Report writing. Knowledge on District Health systems. Knowledge of relevant regulation and policies. Ability to translate and transform objectives into practical plan. Leadership, organizational, decision making and problem solving abilities within the DHS framework. Information management skills. Ability to work under pressure. Sound project management skills. A strong policing/ auditing attitude. Previous and current work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (only if shortlisted)
- DUTIES** : Manage the implementation of Quality Assurance plans in the District. Monitor the improvement of service delivery in order to satisfy the requirement of the district client base. Ensure the development of a culture which is sensitive to Quality Assurance issues among health workers at all levels. Conduct inspections to ensure that Quality Assurance plans are implemented and that practices are according to specified policy. Monitor Quality Assurance indicators and report thereon to assist in the improvement of service delivery at all district health institutions. Identify best practice and implement these to continuously advance Quality Assurance procedures and practices. Perform training and guidance activities to instil a culture of service delivery in all service areas within the district. Interact with university and Ideal clinic role players to enhance the Quality Assurance procedures and practices. Evaluate the extent to which the service delivery improvement plans are implemented. Report on Quality Assurance statistics and practices including understanding of policy intentions.
- ENQUIRIES** : DR R Sahadeo (Dep District Director: Plan M&E) Tel No: – 437 3500

- APPLICATIONS** : All Applications Should Be Forwarded To: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620 KwaDukuza 4450 OR Hand delivered to: 1 King Shaka Street, King Shaka Centre, and KwaDukuza 4450
- NOTE** : Directions to Candidates: The following documents must be submitted, the most recent Z83 application form for employment which is obtainable at any Government Department or the website: www.kznhealth.gov.za, The Z83 form must be completed in full. The reference number must be indicated in provided form Z83 e.g. ILE/03/2022. Detailed Curriculum Vitae (CV). Information such as Educational qualification dates(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 qualification and other relevant documents on application. Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s).Persons with disabilities should feel free to apply for the post Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. 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.The Department Reserves the Right to or not to make appointment(s) to the advertised post(s) Applicants in possession of a foreign qualifications are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested only if shortlisted.
- CLOSING DATE** : 19 July 2023
- POST 22/444** : **ULTRASOUND RADIOGRAPHER (ULTRASONOGRAPHER) GRADE 1, 2 & 3: REF: DPKISMH 29/2023 (1 POST)**
Component: X-Ray Department
- SALARY** : Grade 01: R444 741 - R506 016.per annum
Grade 02: R520 785 - R595 251.per annum
Grade 03: R612 642 - R658 482.per annum
- CENTRE** : DR Pixley Ka Isaka Seme Memorial Hospital
- REQUIREMENTS** : **Grade 1:** None after registration with the HPCSA in respect of RSA qualified applicants who performed community service, as required in South Africa. One (01) year relevant experience after registration with the \health Professional Council of South Africa in the relevant profession (where applicable) in respect of foreign qualified applicants, of whom it is not required to perform community service, as require in South Africa. **Grade 2:** A minimum of 10 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified applicants who performed community service, as required in South Africa. A minimum of 11 years relevant experience after registration with Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) in respect of foreign qualified employee of whom it is not required to perform community service as required in in South Africa. **Grade 3** A minimum of 20 years relevant experience after registration with HPCSA in the relevant profession (where applicable) in respect of RSA qualified applicants who performed community service, as required in South Africa. A minimum of 21 years relevant experience after registration with Health Professional Council of South Africa (HPCSA) in the relevant profession (where Applicable) in respect of foreign qualified employee of whom it is not required to perform community service as required in in South Africa. Matric/Senior Certificate or equivalent qualification. Degree /National Diploma in Radiographer (Ultrasound). Registration certificate with HPCSA as Independent Practitioner. Completion of Community Service. Current registration with HPCSA as an Ultrasound Radiographer (2023). Certificate of service endorsed by Human Resource Department must be produced on or

before the day of the interview. Knowledge, Skills, Training and Competence Required: Sound knowledge of diagnostic sonography practice and ethos. Ability to perform quality assurance tests. Knowledge of relevant Health and Safety Acts. Knowledge of current health and public service, legislation, regulations and policy. Good communication and interpersonal skills, decision making and problem solving skills. Planning and organization skills

DUTIES : Provide high quality ultrasound services consistent with scope of practice and clinical standards. Give factual information to patients. Execute all clinical procedures competently to prevent complications. Inspect and use equipment to ensure compliance with safety standards. Assist in compiling reports and statistics. Provide education on patient's conditions whilst upholding patients' rights. Participate in Quality Assurance Programme. Participate in EPMDS. Promote Batho Pele principles in the execution of duties for effective service delivery. Assist with ultrasound patient bookings by ensuring request forms are filled properly with adequate medical and clinical information to carry out examination. Promote good health practices and ensure optimal patient care. Provide trainings, guidance and supervision to junior staff. Perform other as per delegation by Radiography Management.

ENQUIRIES : Mrs. LN Phungula: Tel No: (031) 530 1432

APPLICATIONS : To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za

FOR ATTENTION : Deputy Director: HRM

NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 18/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

CLOSING DATE : 14 July 2023.

POST 22/445 : **CLINICAL NURSE PRACTITIONER REF NO: POM 07/2023**

SALARY : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum Other benefits: 13th cheque. Medical aid (Optional). Home Owner's allowance: Employee must meet prescribed requirements.

CENTRE : Pomeroy CHC.

REQUIREMENTS : **Grade 1:** Senior Certificate / Grade 12/Standard 10. Diploma/Degree in Nursing and Midwifery plus one (01) year post basic qualification in Clinical Nursing, Health Assessment, Treatment and Care (PHC). Current registration with SANC receipt as a General Nursing with Midwifery and Primary Health Care. A Minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with 2023 SANC in General Nursing. Valid driver's license. **Grade 2** Senior Certificate / Grade 12/Standard 10: Diploma/Degree in General Nursing Science and Midwifery plus one (01) year post basic qualification in Clinical Nurse Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC as a General Nursing with Midwifery and Primary Health Care. A Minimum of 14 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing which at least 10 years must be appropriate / recognizable PHC experience after obtaining a 1-year post-basic qualification in Primary Health Care. Valid driver's license. Knowledge; Skills; Training and Competencies Required: Knowledge of all applicable legislation such as Nursing Acts, Mental Acts, OH&S Acts, Batho Pele Principles and Patients' rights Charter, Labour Relations Acts, and Grievance

<u>DUTIES</u>	: Procedures etc. Leadership, organizational, decision making, and problem solving Conflict Management and counseling skills. Good listening and communication skills. Co-ordination and planning skills. Team building and Supervisory skills. Good interpersonal Relationship skills. Good insight of procedures and policies pertaining to nursing practice. : Key Performance Areas: Oversee Smooth running of VMMC Programme. Recruit and prepare Clients for VMMC. Provide HTS Counseling prior procedure. Stream and Screen all clients for VMMC. Provide Psychological support post procedure. Initiate on HAART and conduct follow ups as per guidelines. Conduct following ups as per guidelines, conduct VMMC post procedural reviews. Prepare and organize VMMC camps and campaigns. Assist MO during the VMMC procedure. Attend District/ Sub district VMMC meetings. Provide effective utilization of resources to enhance service delivery. Assist in planning, organizing and monitoring of unit objectives. Work as part of multidisciplinary team to ensure good nursing care including OSS, NPO, NGO's i.e. intersectoral collaboration. Ensure the all equipment in the unit is checked and in working order. Demonstrate the ability to recognize complications, side effects and refer patient to Medical Officer and compile PSI & Adverse events report. Execute duties and functions with proficiency and perform duties according to scope of practice as laid down by SANC. Implement infection control standards and practice to improve quality of Nursing Care. Ability to plan and organize own work. Compile, collate, submit daily, Weekly and Monthly statistics timeously. Integrate VMMC service into PHC activities. Attend Isibaya Samadoda within Sub-district and give report to management and other stakeholders.
<u>ENQUIRIES APPLICATIONS</u>	: Ms.SV Khoza Tel No. (034) 662 3319. : All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; POMEROY; 3020. OR Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.
<u>NOTE</u>	: The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 07/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s). NB: Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T And Resettlement Payment For Attending Interviews. Accomodation Will Only Be Allocated When It Is Available Otherwise Successful Candidate Must Arrange Their Private Accomodation Prior To Assumption Of Duty.No Interim Accommodation In A Form Of Bed And Breakfast Or Hotel Accommodation
<u>CLOSING DATE</u>	: 14 July 2023
<u>POST 22/446</u>	: <u>CLINICAL NURSE PRACTITIONER REF NO: POM 09/2023</u>
<u>SALARY</u>	: Grade 1: R431 265 - R497 193 per annum Grade 2: R528 696 - R645 720.per annum Other benefits: 13 th cheque. Medical aid (Optional). Home Owner's allowance: Employee must meet prescribed requirements.
<u>CENTRE</u>	: Pomeroy CHC (1 Post)Qinelani Clinic (Re Advertisement) Mazabeko Clinic (1 Post) Mumbe Clinic (1 Post)

REQUIREMENTS

: **Grade 1:** Senior Certificate / Grade 12/Standard 10. Degree/Diploma in Nursing & Midwifery plus 1 year Post Basic qualification in Clinical Nursing Science, Health assessment, Treatment and Care (PHC). Current Registration with SANC receipt as General, Midwifery and Primary Health Care nurse 2023. A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse of which at least 1 year must be appropriate/ recognizable PHC experience after obtaining a one year basic qualification in Primary Health Care. **Grade 2:** Senior Certificate/ Grade 12. Degree/Diploma in Nursing & Midwifery plus 1 year Post Basic qualification in Clinical Nursing Science, Health assessment, Treatment and Care (PHC). Current Registration with the SANC receipt as General, Midwifery and Primary Health Care nurse 2023. A Minimum of 14 years appropriate /recognizable nursing experience after registration as a Professional Nurse of which at least 10 years must be appropriate/recognizable PHC experience after Obtaining a one year post basic qualification in Primary Health Care. Recommendation: Knowledge of NIMART,TB and HIV/AIDS. Computer. BANC training. Knowledge; Skills; Training and Competencies Required: Sound knowledge of all legislation and regulation application to Nursing and Health Service. Sound knowledge of discipline processes and grievance procedures. Leadership, organizational, decision making, counselling and conflict management skills. Good interpersonal relationship. Team building, planning and supervisory. Knowledge of nursing care processes and procedures. Demonstrate good and effective communication skills

DUTIES

: Key Performance Areas: Provide quality comprehensive Primary Health care by promoting preventive, curative and rehabilitative services for the clients and community. Implement BANC and other Antenatal care programmes to enhance antenatal care to all pregnant woman accessing care to the facility. Participate in Quality Improvement Program implementation in line with Norms Standards. Proper utilization safeguarding of all allocated resources to meet departmental targets as per strategic plans. Compile daily statistics, analyse and submit monthly reports timeously as required. Able to plan and organize own work and that support personal to ensure continuity of care. Assess, diagnose, treat and dispense according to guidelines and protocols. Implement referral system to the CHC and next level of care. Design and monitor the defaulter tracing mechanism. Work as part of multidisciplinary team to ensure coordinated work with Mobile Service, WBPHCOT, School Health and Sukuma Sakhe. Contribute to the realization of Sustainable Development Goals. Display concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs requirement and expectations.

**ENQUIRIES
APPLICATIONS**

: Ms.TM Khoza Tel No. (034) 662 3300.
: All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; POMEROY; 3020. OR Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.

NOTE

: The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 09/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s). NB: Please Note That Due to Financial Constraints, There Will Be No Payment Of S&T And Resettlement Payment For Attendin Interviews. Accomodation Will Only Be Allocated When It Is Available Otherwise

Successful Candidate Must Arrange Their Private Accommodation Prior To Assumption of Duty.No Interim Accommodation In A Form Of Bed And Breakfast Or Hotel Accommodation

CLOSING DATE

14 July 2023

POST 22/447

PROFESSIONAL NURSE: SPECIALITY (ADVANCED MIDWIFERY AND NEONATAL SCIENCE) REF NO: MBO 35/2023 (1 POST)

SALARY

Grade 01: R431 265 – R 497 193 per annum
Grade 02: R528 696 – R 645 720.per annum Other Benefits: 13th Cheque, Medical Aid (Optional) Rural allowance 8%, Housing Allowance, Employees must meet prescribed requirement

CENTRE REQUIREMENTS

Mbongolwane District Hospital
Senior certificate / grade twelve certificate or equivalent qualification. Certificate of registration with SANC as General Nurse plus Midwifery. Diploma or Degree in General Nursing and Midwifery. One year post basic nursing qualification in advanced midwifery. Current registration with SANC as a General Nurse, midwifery and advanced midwife. **Grade 1:** A Minimum of four (4) years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC. One year post qualification in advanced midwifery. **Grade 2:** A Minimum of fourteen (14) years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC in General nursing of which at least Ten (10) years of the period referred to above must be appropriate/recognisable experience after obtaining the 1 year post basic qualification in Advanced Midwifery. Knowledge, Skills, Training And Competencies Required: Knowledge of Public Service Policies, Acts and regulations. Knowledge of SANC rules and regulations. Good communication, leadership, interpersonal and problem solving skills. Computer Literacy. Knowledge of Code of Conduct Labour Relations, Conflict management and negotiation skills. Ability to function well within a team. Skills in organizing, planning and supervising. Knowledge of Batho Pele principles and patients' rights charter. An updated knowledge of the priority programmes and the management thereof.

DUTIES

Assist with the implementation of the UN Millenium Development GOALS e.g. reducing child mortality and the Saving Mothers Initiative. Demonstrate effective communication with patients, supervisors, other Health Professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicably, at a supervisory level, with persons of diverse Intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure quality nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Demonstrate basic computer literacy as a support tool to enhance service delivery. Oversee and co-ordinate the integration of MCWH. Assist in the monitoring of the implementation of EPMDs. Improve maternal and child health by initiating all the relevant programmes. Enhance the Saving Mothers programme Assist with the reduction of maternal and neonatal mortality and morbidity rates. Work as a team leader and oversee the maternity department in the absence of the Operational Manager or when the need arises. Knowledge of Patient Safety Incidents and management thereof. Demonstrate a basic understanding of HR and financial policies and practices. Execute quality care in a specialized unit in accordance with the scope of practice and nursing standards. Must be able to handle surgical and obstetrical emergencies. Take lead in peri-operative care delivery. Partake in the resuscitation and stabilizing of critically injured and ill patients. Participation in implementation of National Core Standards. Participate in clinical audits and data management meetings. Ensure accurate record keeping. Able to manage own work, time and that of junior colleagues to ensure proper and nursing service in the unit. Ensure self and staff development through in service training.

ENQUIRIES APPLICATIONS

Mr NM Mhlongo Tel: 035 476 6242 or Ext 1011
All applications should be posted to: The CEO, Private Bag x126, Kwa-Pett, 3280 or Hand Delivered to Mbongolwane District Hospital

FOR ATTENTION NOTE

Human Resource Manager
The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions

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

- CLOSING DATE** : 14 July 2023
- POST 22/448** : **PROFESSIONAL NURSE SPECIALITY- ACCIDENT & EMERGENCY UNIT
REF NO: OSIPNAE 26/2023 (X 3 POSTS)**
- SALARY** : Grade 1: R431 265 – R497 193,per annum
Grade 2: R528 969 – R645 720.per annum Other Benefits: 13th Cheque / service bonus, PLUS 8% Rural allowance, Home owners Allowance (Employee must meet prescribed requirements) Medical Aid (Optional)
- CENTRE** : Institution: Osindisweni District Hospital
- REQUIREMENTS** : Senior certificate / Grade 12 certificate or equivalent. Diploma / Degree in General nursing and Operating Theatre Technique.1 (One) year post basic qualification in Operating Theatre Technique accredited by SANC. Registration Certificates from South African Nursing Council as Professional Nurse and Operating Theatre Technique 2023(receipt). A post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Emergency & Trauma Nursing Science or Intensive/Critical Care nursing. Minimum of 4/four year's appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery. Current and previous experience endorsed and stamped by Human Resource (Employment History). **Grade 1** Minimum of (4) years appropriate recognizable experience in nursing after registration with SANC in General nursing and One year in Emergency & Trauma Nursing Science or Intensive/Critical Care nursing. **Grade 2** Minimum of (14) year's appropriate recognizable experience in nursing after registration with SANC in general nursing and Midwifery. At least (10) years of the period mentioned above must be recognizable experience in the specific speciality, after obtaining the one year post basic qualification in the relevant speciality. **NB:** Only shortlisted candidates will be required to submit certified documents on or before the day of the interview. Knowledge, Skills, Training And Competencies Required :Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as, Nursing Act, Health Act, Occupational Health and Safety Act. Knowledge of Public service regulations. Knowledge of SANC rules and regulations. Patient's rights charter, Batho-Pele Principles. Public service regulations, Labour Relations Act, Disciplinary Code and Procedure. Communication skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/ organizing and ability to function as part of the team. Team building and cross culture awareness. Personal attributes, responsiveness, professionalism, supportive, and assertive
- DUTIES** : (KRAs): Provision of quality emergency nursing care through the implementation of standards and protocols. To develop and ensure implementation of nursing care plans. Identify patients for emergency medical and nursing interventions and initiation of Resuscitation measures. Provide comprehensive emergency care inclusive of women's health and other priority programs. Participate in disaster preparedness programs within the institution. Manage and supervise effective utilization of all resources e.g. human, financial, material. Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures. Maintain accurate and complete patient records according to legal requirements. To

uphold the Batho Pele and Patients' Rights Charter Principles. Implement Norms and standards to improve the quality of care. Participate in staff, student and patient teaching. Evaluate patient care programmes from time to time and make proposals for Improvement.

**ENQUIRIES
APPLICATIONS**

: Mrs L.C Mtshali – Tel. No. 032 5419202
: Please forward/deliver applications quoting the reference number to Human Resource Department, Osindisweni Hospital, Private Bag X 15, Verulam, 4340. Hand delivered application may be submitted at Human Resource Office. 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.

**FOR ATTENTION
NOTE**

: Human Resource Department
: The following documents must be submitted: A detailed New (Z83) Employment Form which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, only shortlisted candidates will submit proof of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 02/2022.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), attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders (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 Attending The Interviews
14 July 2023

CLOSING DATE

:

POST 22/449

:

PROFESSIONAL NURSE SPECIALITY GRADE 1 (ADVANCE MIDWIFERY & NEONATAL) REF: OSI PNADM 23/2023 (X 03 POSTS)

SALARY

:

Grade 1: R431 265 – R497 193.per annum
Grade 2: R528 969 – R645 720.per annum Other Benefits: 13th Cheque / service bonus, PLUS 8% Rural allowance, Home owners Allowance (Employee must meet prescribed requirements) (Medical Aid (Optional)

**CENTRE
REQUIREMENTS**

:
:

Institution: Osindisweni District Hospital
Grade 12 certificate or equivalent. Diploma / Degree in General nursing and midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse.1 (One) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC.Registration Certificates from South African Nursing Council as Professional Nurse and Advance Midwifery and Neonatal Nursing Science, Current and previous experience endorsed and stamped by Human Resource (certificate of service). NB: only shortlisted candidates will be required to submit certified documents on or before the day of the interview. Knowledge, Skills, Training And Competencies Required :Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as , Nursing Act, Health Act, Occupational Health and Safety Act, Patient's rights charter, Batho-Pele Principles, Public service regulations, Labour Relations Act, Disciplinary Code and Procedure, Communication skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/ organizing and ability to function as part of the team.

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

ENQUIRIES : Mrs L.C Mtshali – Tel. No. 032 5419202

APPLICATIONS : Please forward/deliver applications quoting the reference number to Human Resource Department, Osindisweni Hospital, Private Bag X 15, Verulam, 4340. Hand delivered application may be submitted at Human Resource Office. 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.

FOR ATTENTION : Human Resource Department

NOTE : The following documents must be submitted: A detailed New (Z83) Employment Form which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, only shortlisted candidates will submit proof of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 02/2022.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), attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders (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 Attending The Interviews

CLOSING DATE : 14 July 2023

POST 22/450 : **CLINICAL NURSE PRACTITIONER REF NO: GTN 25/2023 (1 POST)**

SALARY : Grade 1: R431 265.– R497 193.per annum
Grade 2: R528 696 – R645 720. per annum Other Benefits: 13TH Cheque, plus 12% Rural allowance, Medical aid(optional). Housing allowance

CENTRE : PHC Ntembisweni Clinic

REQUIREMENTS : **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC **Grade 2:** A minimum of fourteen (14) years recognizable nursing experience as a General Nurse of which at least 10 years of the period referred to above must be appropriate /

recognizable experience after obtaining the 1 year post –basic qualification in the relevant specialty. Senior Certificate /Grade 12. Diploma/ Degree in General Nursing PLUS 1year post basic qualification in Primary Health Care and Midwifery. Registration with SANC as a registered and Primary Health Care nurse. Current S.A.N.C receipt 2023. Appropriate/recognizable experience after registration as a Professional Nurse is recognized to determine the salary on appointment. Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies. Basic financial management skills, sound management, negotiations problem solving and decision making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles

DUTIES : Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDs. Motivate staff regarding development in order to increase level of expertise and assist the community to develop a sense of care. Ensure 24 hours health services to all community members.

ENQUIRIES : Ms. P.P.L Nkala Tel (033 4139 400).410
APPLICATIONS : Applications forwarded to: Human Resource Manager, Private bag X 5562, 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) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

CLOSING DATE : 14 July 2023

POST 22/451 : **CLINICAL NURSE PRACTITIONER REF NO: GTN 26/2023 (1 POST)**

SALARY : Grade 1: R431 265 – R497 193.per annum
 Grade 2: R528 696 – R645 720.per annum Other Benefits: 13TH Cheque, plus12% Rural allowance, Medical aid(optional). Housing allowance

CENTRE : PHC Mobile 1 Clinic

REQUIREMENTS

: **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC **Grade 2:** A minimum of fourteen (14) years recognizable nursing experience as a General Nurse of which at least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post –basic qualification in the relevant specialty. Senior Certificate /Grade 12. Diploma/ Degree in General Nursing PLUS 1year post basic qualification in Primary Health Care and Midwifery. Registration with SANC as a registered and Primary Health Care nurse. Current S.A.N.C receipt 2023. Appropriate/recognizable experience after registration as a Professional Nurse is recognized to determine the salary on appointment. Driver's license. Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies. Basic financial management skills, sound management, negotiations problem solving and decision making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles

DUTIES

: Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDs. Motivate staff regarding development in order to increase level of expertise and assist the community to develop a sense of care. Ensure 24 hours health services to all community members.

**ENQUIRIES
APPLICATIONS**

: Ms. BN Mawela Tel (033 4139 400).
: Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250.

**FOR ATTENTION
NOTE**

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

CLOSING DATE

: 14 July 2023

<u>POST 22/452</u>	:	<u>PROFESSIONAL NURSE GRADE ½ SPECIALITY OBSTETRIC & GYNECOLOGY, REF NO. NURS 40/2023 (8 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R431 265 – R497 193.per annum Grade 2: R528 696 - R645 720.per annum (All-inclusive remuneration package) PLUS 18% Inhospitable Area Allowance, Medical Aid: Optional (Employee must meet Prescribed Requirements)
<u>CENTRE REQUIREMENTS</u>	:	Harry Gwala Hospital Senior Certificate /Grade 12, Degree /Diploma in General Nursing and Midwifery (obtainable from University/ College) ,Registration certificate with SANC as a General Nurse and Midwife, Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science registered with SANC, Current SANC registration (2023 Receipt) Experience Required Grade1 : A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery and after obtaining the one year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science Grade2 A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience in Advanced Midwifery and Neonatal Nursing after obtaining the one year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science A certificate of service obtained from the HR Department must be send when shortlisted. Knowledge, Skills, Competencies And Training Required Knowledge and insight into nursing processes and procedures, Nursing statutes and other relevant Public Service Acts legislations, Decision making & problem solving skills, Interpersonal skills in dealing with conflict management, Knowledge and implementation of Batho Pele principles, Good communication skills, Supervisory and analytical thinking skills, Knowledge of MCWH programmes
<u>DUTIES</u>	:	Key Performance Areas: To execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation. Accept responsibility for administration of anaesthesia. Willingness to participate in the after-hours call system, with an undertaking to sign a contract to participate in 16 hours commuted overtime per week, is essential. Overtime work will encompass both Critical Care and Anaesthesia call cover at any of the three hospitals in the PMB metropole. Liaise with other Metropolitan hospitals and Medical School as and when necessary, in consultation with the Head of Department. Supervision of postgraduate and undergraduate training. Participate in postgraduate and other relevant academic / and training programmes. Provide support to the Head of Department, in ensuring an efficient standard of patient care and services are maintained. Assess patients, plan, initiate and supervise medical care management of critically ill patients. Ensure the proper and economical use of equipment and other resources. This is a metropolitan post and the incumbent will be expected to be available for work at any of the metropolitan hospitals (Grey's, Harry Gwala Regional and Northdale).Willingness to rotate through ICU for up to 6 months is essential. Candidates must remain within 30 minutes of the relevant PMB Hospital during all periods of on call at that hospital Implement maternal, neonate and child health care programmes, Improve the health systems for mothers and babies. Ensure Saving the Mother /Baby recommendations are being implemented. Develop and implement quality assurance progress policies & operational plans. Implement standards, practices and indication for Maternal and Child Health Care Participate in PPIP meetings and develop Quality Improvement Projects. Strengthen Reproductive Health and Post Natal services. Support the Mother Baby Friendly Initiatives.Improve Data Management system and ensure timeous submission to Facility Information Officer.Manage effective utilization of resources in the unit. Implement strategies for infection prevention and control measures. Participate in PMDS for staff members. Ability to negotiate with other stakeholders, engage in problem solving and conflict management. Deal with grievances and labour relations issues in terms of the laid policies/procedures. Strengthen the resuscitation services in the unit. Implement National Core Standards policies and guidelines. Ensure implementation of CARMMA elements. Support MOM connect project.V. Support and mentor student Nurses.

ENQUIRES APPLICATIONS : Mrs. R.L Kumalo Contact: 033-395 4427
 : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X 509, Plessislaer, 3216. For the attention of Mr. T.C. Manyoni or hand delivered to the box main gate behind the security office

NOTE : Applications must be submitted on the new prescribed application form Z.83 of the Public Service Act form only, (i.e. application for employment form), obtainable from any Public Service Department or any Public Service and Administration website or Recruitment Office within the Secretariat for Police Service. Such copies need not be certified when applying for a post. The communication from the HR of the department regarding requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with this requirement will result in the candidate being disqualified. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. All shortlisted candidates posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend the most suitable candidate. Short-listed candidates will be subjected to a security clearance. The Secretary of Police Service has the right not to fill the post. All posts are based in Pretoria. Preference will be given to youth, people with disability and women in accordance with our employment equity. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays Employment Equity: All appointments will be made in accordance with the Employment Equity target of the Hospital. People with disability are encouraged to apply.

CLOSING DATE : 19 July 2023

POST 22/453 **CLINICAL NURSE PRACTITIONER REF NO: GTN 27/2023 (1 POST)**

SALARY : Grade 1: R431 265 – R497 193.per annum
 Grade 2: R528 696 – R645 720.per annum Other Benefits: 13TH Cheque , plus12% Rural allowance, Medical aid(optional). Housing allowance

CENTRE REQUIREMENTS : PHC Amakhabela Clinic
 : **Grade 1** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC **Grade 2** A minimum of fourteen (14) years recognizable nursing experience as a General Nurse of which at least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post –basic qualification in the relevant specialty. Senior Certificate /Grade 12. Diploma/ Degree in General Nursing PLUS 1year post basic qualification in Primary Health Care and Midwifery. Registration with SANC as a registered and Primary Health Care nurse. Current S.A.N.C receipt 2023. Appropriate/recognizable experience after registration as a Professional Nurse is recognized to determine the salary on appointment. Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies. Basic financial management skills, sound management, negotiations problem solving and decision making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles

DUTIES : Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDS. Motivate staff regarding development in order to increase level of expertise and assist the community

to develop a sense of care. Ensure 24 hours health services to all community members.

ENQUIRIES : Ms. P.P.L Nkala Tel (033 4139 400).
APPLICATIONS : Applications forwarded to: Human Resource Manager, Private bag X 5562, 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) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

CLOSING DATE : 14 July 2023

POST 22/454 : **PROFESSIONAL NURSE SPECIALITY (OPERATING THEATRE) REF: OSI PNOT 25/2023 (X 2 POSTS)**
Institution: Osindisweni District Hospital

SALARY : Grade 1: R431 265 – R497 193.per annum,
Grade 2: R528 969 – R645 720.per annum Other Benefits: 13th Cheque / service bonus, PLUS 8% Rural allowance, Home owners Allowance (Employee must meet prescribed requirements) Medical Aid (Optional)

CENTRE : Institution: Osindisweni District Hospital
REQUIREMENTS : Senior certificate / Grade 12 certificate or equivalent. Diploma / Degree in General nursing and Operating Theatre Technique.1 (One) year post basic qualification in Operating Theatre Technique accredited by SANC.Registration Certificates from South African Nursing Council as Professional Nurse and Operating Theatre Technique. .Current and previous experience endorsed and stamped by Human Resource (Employment History).Grade 1 minimum of (4) years appropriate recognizable experience in nursing after registration with SANC in General Nursing and Operating Theatre Technique. Grade 2: Minimum of (14) years appropriate recognisable experience in nursing after registration with SANC in general nursing and Midwifery. At least (10) years of the period mentioned above must be recognisable experience in the specific speciality, after obtaining the one year post basic qualification in the relevant speciality. NB: only shortlisted candidates will be required to submit certified documents on or before the day of the interview.. Knowledge, Skills, Training And Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as, Nursing Act, Health Act, Occupational Health and Safety Act, Knowledge of Public service regulations. Knowledge of SANC rules and regulations. Patient's rights charter, Batho-Pele Principles, Public service regulations, Labour Relations Act, Disciplinary Code and Procedure, Communication skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/ organizing and ability to function as part of the team. Team building and cross culture awareness.

<u>DUTIES</u>	:	(KRAs): To handle obstetric and emergencies and high risk conditions. Execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. To participate in quality improvement 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. Maintain a plan to improve the quality of Nursing and Health Care in Operation Theatre. Formulation of theatre policies to ensure good practice. Ensuring the availability of the necessary basic equipment
<u>ENQUIRIES</u>	:	Mrs L.C Mtshali – Tel. No. 032 5419202
<u>APPLICATIONS</u>	:	Please forward/deliver applications quoting the reference number to Human Resource Department, Osindisweni Hospital, Private Bag X 15, Verulam, 4340. Hand delivered application may be submitted at Human Resource Office. 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.
<u>FOR ATTENTION</u>	:	Human Resource Department
<u>NOTE</u>	:	The following documents must be submitted: A detailed New (Z83) Employment Form which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za , updated and fully detailed Curriculum Vitae. In addition, only shortlisted candidates will submit proof of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 02/2022.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), attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders (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 Attending The Interviews
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/455</u>	:	<u>PROFESSIONAL NURSE SPECIALITY GRADE 1 (ADVANCE MIDWIFERY & NEONATAL) (PMTCT) REF : OSI PNADMP 24/2023 (X 01 POST)</u>
<u>SALARY</u>	:	Grade 1: R431 265 – R497 193.per annum Grade 2: R528 969 – R645 720.per annum Other Benefits: 13th Cheque / service bonus, PLUS 8% Rural allowance, Home owners Allowance (Employee must meet prescribed requirements) Medical Aid (Optional)
<u>CENTRE</u>	:	Institution: Osindisweni District Hospital
<u>REQUIREMENTS</u>	:	Grade 12 certificate or equivalent. Diploma / Degree in General nursing and midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse.1 (One) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC. Registration Certificates from South African Nursing Council as Professional Nurse and Advance Midwifery and Neonatal Nursing Science. Current and previous experience

endorsed and stamped by Human Resource (certificate of service). NB: only shortlisted candidates will be required to submit certified documents on or before the day of the interview. Knowledge, Skills, Training And Competencies Required :Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks such as , Nursing Act, Health Act, Occupational Health and Safety Act, Patient's rights charter, Batho-Pele Principles, Public service regulations, Labour Relations Act, Disciplinary Code and Procedure, Communication skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/ organizing and ability to function as part of the team.

DUTIES

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

ENQUIRIES

APPLICATIONS

: Mrs L.C Mtshali – Tel. No. 032 5419202
: Please forward/deliver applications quoting the reference number to Human Resource Department, Osindisweni Hospital, Private Bag X 15, Verulam, 4340. Hand delivered application may be submitted at Human Resource Office. 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.

FOR ATTENTION

NOTE

: Human Resource Department
: The following documents must be submitted: A detailed New (Z83) Employment Form which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za, updated and fully detailed Curriculum Vitae. In addition, only shortlisted candidates will submit proof of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 02/2022.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), attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders (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 Attending The Interviews

CLOSING DATE

: 14 July 2023

<u>POST 22/456</u>	:	<u>PROFESSIONAL NURSE SPECIALITY OPERATING THEATRE, REF NO: ITSH 20/2023</u>
<u>SALARY</u>	:	Grade 1: R431 265.per annum Grade 2: R528 696.per annum,Other Benefits: 12% rural allowance, 13 cheque, housing allowance (employee must meet prescribed requirements) and Medical Aid (optional)
<u>CENTRE REQUIREMENTS</u>	:	Itshelejuba Hospital Grade 1: Matric Senior Certificate (Grade 12).Degree/Diploma in General nursing or equivalent qualification that allows registration with the SANC as a professional nurse and midwife plus one (1) year post basic qualification in specialty (Diploma in Operating Theatre Technique).A minimum of four years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Grade 2: Matric Senior Certificate (Grade 12). Degree/Diploma in General nursing or equivalent qualification that allows registration with the SANC as a professional nurse and midwife plus one (1) year post basic qualification in Specialty (diploma in Operating Theatre Technique).A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC in General Nursing and Midwife. At least ten years of the period referred to above must be recognizable experience in the specific Specialty after obtaining the relevant one (1) year Post Basic qualification required for the relevant Specialty. Current registration with SANC as General Nurse, midwife and operating theatre. Knowledge, Skills, Training & Competencies Required: Knowledge of nursing care process procedures, nursing statuses and other relevant legal framework. Knowledge of public services regulation, Disciplinary Code, Human Resources policies.Hospital Generic and specific policies, financial and budgetary knowledge pertaining to the relevant resources under management.Knowledge and experience in implementation of Batho Pele Principles and Patients, Rights Charter, Code of Conduct.Ability to function well within a team, Good communication skills (verbal, written).Knowledge of national Core standards.
<u>DUTIES</u>	:	Key Results Areas: Provision of optimal, holistic specialized nursing care provided within the set standards i.e. Professional/legal. Maintain accurate and complete patient's records according to legal requirements. Compilation and analysis of statistics. Participate in auditing of clinical charts and develop QIPS.Participate in the implementation of National Core Standards, guidelines, protocols. Effective, Efficient and economical use of allocated Resources. Provision of effective support to Nursing Services. Assist in supervision and Development of staff. Participate in training and research and programmes EG. IPC, Quality assurance. Scrubbing for minor and major operations. Provide safe, therapeutic and hygienic environment for patients, visitors and staff. To participate in the care of swabs and instruments in theatre. To provide immediate care to all patients who have been operated. To prepare for the operations ensuring smooth running of the theatre. Maintain professional Growth/ ethical Standards and self-Development. Promote good working relationships with multidisciplinary team. Ensuring the availability of necessary basic equipment and stock. Manage Resources.
<u>ENQUIRIES</u>	:	All enquiries should be directed to Ms. JN Mthenjana contact details: 034-4134000
<u>APPLICATIONS</u>	:	All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to Human Resource Office or emailed to Slindokuhle.sithole@kznhealth.gov.za
<u>NOTE</u>	:	Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. 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.documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard

from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

- CLOSING DATE** : 14 July 2023
- POST 22/457** : **CLINICAL NURSE PRACTITIONER REF NO: MAN13/2023 (1 POST)**
- SALARY** : Grade 1: R431 265 - R497 193.per annum
Grade 2: R528 696 - R645 720.per annum Other Benefits: 12% Rural Allowance of Basic Salary, Prescribed 13th Cheque Medical Aid (Optional) (Employee Must meet Requirement)
- CENTRE REQUIREMENTS** : Manguzi Hospital (Kwandaba Clinic)
: **Grade 1:** Grade 12/Senior Certificate, Basic R425 qualification (i.e. Diploma/Degree in General Nursing and Midwifery) or Equivalent qualification that allows registration with the SANC as Professional Nurse that allows registration with SANC as a Professional Nurse. One year post basic qualification in Clinical Nursing Science, Health assessment, Treatment and Care (PHC). Current registration with the SANC (2023) as a Professional Nurse. A minimum of 4years appropriate or recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Proof of current and previous experience endorsed by Human Resource Department (not certificate of service) when shortlisted. **Grade 2:** Grade 12/Senior Certificate, Basic R425 qualification (i.e. Diploma/Degree in General Nursing and Midwifery) or Equivalent qualification that allows registration with the SANC as Professional Nurse A minimum of fourteen (14) years actual service and /or appropriate/recognizable experience after registration as professional Nurse with the SANC in General Nursing. At least 10 years of this period must be appropriate/recognizable experience in PHC after obtaining the relevant 1 year post basic qualification required for the relevant specialty. Proof of current and previous experience endorsed by Human Resource Department (not certificate of service) when shortlisted. Knowledge, Skills Training And Competencies Required Knowledge and experience of Public Service Policies ,Acts and Regulations Sound Management, negotiation, inter-personal and problem solving skills. Good verbal and written communication skills Knowledge of Labour Relations and disciplinary procedures Clinical competencies Knowledge of nursing care delivery approaches Analytical thinking, decision –making and conflict management skills
- DUTIES** : Key Performance Areas: Provide directions and supervision for the implementation of the nursing plan(clinical practise\quality patient care) Implement standards, practices, criteria and indicators for quality nursing care programmes e.g. nerve centre/Operation Phuthuma Strengthening of complaints, compliment and suggestion management. Ensure that the facility complies with the policies and guidelines for infection prevention and control occupational health, safety and Covid 19. Strengthen practises of ethics, professionalism and Batho Pele principles. Participate in staff development using EPMS system and other work related programmes and training. Ensure accurate data management and good understanding of clinic target needs according to the facility. Actively engage in the planning and implementation of outreach programmes within the facility catchment areas. Administration and clinical functions- EMTCT and HAST programmes. Maintain complete and accurate nursing records according to legal requirements. Be knowledgeable in chronic conditions and their management during pregnancy To assist Operational Manager in solving problems and organising smooth running of the department Identify areas of improvement, problems etc. and communicate these to the operational manager Able to manage a woman during antenatal, labour, delivery and in postnatal care. Be knowledgeable about Maternal and Child health programmes e.g. BANC, EMTCT. Manage and monitor proper utilization of human resource and financial Management.
- ENQUIRIES** : Ms. J.J Vumase Tel No: (035) 5920150 Ext No. 1005
Manguzimedman@kznhealth.gov.za
- APPLICATIONS** : Applications should be forwarded to: Mr. N.T Ngubane Assistant Director: HRM Manguzi District Hospital Private Bag x 301 KwaNgwanase 3973

NOTE : Directions To Candidates:-The following documents must be submitted:- Application must be accompanied by new Z83 form, obtainable from any Public Service Department, (or obtainable at www.kznhealth.gov.za) and a recent updated Comprehensive Curriculum Vitae only (previous experience must be comprehensively detailed i.e. positions held and dates). All Non- RSA Citizens will have to submit a certified copy of proof of permanent residence in SA when shortlisted, in the case of foreign qualification: an evaluation certificate from the South African Qualification Authority (SAQA) or other regulating bodies will be required when shortlisted. Only shortlisted candidates will be required to submit certified documents on or before the day of the interviews following communication from the department failure to submit the requested document/ information will result in your application not be considered. 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. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

CLOSING DATE : 14 July 2023

POST 22/458 : **PROFESSIONAL NURSE SPECIALITY- OBSTETRICS & GYNAECOLOGY REF NO: LRH 43/2023 (2 POSTS)**
Re-advertisement those who previously applied are encourage to re-apply.

SALARY : Grade 1: R431 265 – R497 193.per annum
: Grade 2: R528 696 – R645 720.per annum Other Benefits: 13TH Cheque, Housing Allowance (employees must Meet the prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural allowance. Appropriate/Recognisable Experience After Registration In The Specialty Is Recognised To Determine The Salary On Appointment. Only Certificate/S Of Service From The Previous Employer/S In The Specialty Is Recognised For This Purpose.

CENTRE REQUIREMENTS : Ladysmith Regional Hospital
: Grade 12 (Senior Certificate). Current Registration with SANC as a Professional Nurse with Midwifery (2023). Diploma/Degree in nursing or equivalent qualification. A post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. **Grade 1** A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery and after obtaining the one year Post Basic Qualification in Advance midwifery and Neonatal Nursing Science. **Grade 2:** A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery. At least 10 years of the period mentioned above must be appropriate/ recognizable in Advanced Midwifery and Neonatal Nursing after obtaining the one year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. Certificate of service endorsed by Human Resource department. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills And Experience Required: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. 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)

DUTIES : Key Performance Areas: Implement maternal, neonate and child health care programmes. Improve the health systems for mothers and babies. Ensure the Saving the Mother / Baby recommendations are being implemented. Develop and implement quality assurance progress policies and operational plans. Implement standards, practices and indication for Maternal and Child Health Care. Participate in PPIP meetings and develop Quality Improvement Projects. Strengthen Reproductive Health and Post Natal services. Support the Mother Baby Friendly Initiatives. Improve the Data Management system and ensure timeous submission to Facility Information Officer. Manage effective utilization of resources in the unit. Implement strategies for infection prevention and control measures. Participate in PMDS for staff members. Ability to negotiate with other stake holders, engage in problem solving and conflict management. Deal with grievances and labour relations issues in terms of prescribed policies and procedures. Strengthen the resuscitation services in the unit. Implement National Core Standards policies and guidelines. Ensure implementation of CARMMA elements. Support MOM connect project. Support and mentor student Nurses.

ENQUIRIES : MRS. T.M. Buthelezi Tel No: 036-6372111

APPLICATIONS : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370

FOR ATTENTION : Mr S.L.Dlozi

NOTE : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

CLOSING DATE : 14 July 2023

POST 22/459 : **CLINICAL LECTURER PND1/PND2) REF NO: PMMC01/2023 (1 POST)**

SALARY : Grade 1: R431 265.per annum
Grade 2: R528 696.per annum 8% In-hospitable area allowance, 13th Cheque, Medical Aid (optional), and Housing Allowance (employee must meet prescribed requirements)

CENTRE : Prince Mshiyeni Memorial Campus

REQUIREMENTS : A Diploma /Degree in Nursing and Midwifery or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse. Post Basic qualification in Nursing Education registered with the South African Nursing Council (SANC).**Grade 1:** A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council (SANC).**Grade 2:** A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with South African Nursing Council (SANC) after obtaining the one (1) year post qualification. Shortlisted candidates will be required to submit proof of current registration with the South African Nursing Council (SANC) .Unendorsed valid Code EB driver's licence. Recommendations: Masters' Degree in Nursing. Basic Computer Literacy. Post Basic qualification (R212). A minimum of 2 years clinical experience. Knowledge, Skills And

		Experience Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Have in-depth knowledge of procedure and processes related to nursing and nursing education. Possess sound knowledge and understanding of nursing code of ethics and professional practice. Proficiency in teaching and assessment in Nursing. Education including evaluation approaches. Possess in-depth knowledge of teaching and clinical approaches. Have good research and analytical skills. Possess good communication (written & verbal) and interpersonal skills. Competence in conflict management and problem-solving skills. Willingness to travel.
<u>DUTIES</u>	:	Provide effective and efficient clinical training of student nurses. Develop/design, review and evaluate clinical evaluation tools. Coordinate clinical learning exposure of student nurses between the campus and clinical area. Implement assessment strategies to determine student nurses competencies. Exercise control over student nurses. Implement the quality management system for the Nursing Education Institution. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus .Support the mission and promote the image of the college. Exercise control over students.
<u>ENQUIRIES</u>	:	Mrs R Bridgemohan Tel No: (031) 907 8314
<u>APPLICATIONS</u>	:	Applications should be directed to: The Registrar: Prince Mshiyeni Memorial Campus, Private Bag X10, Mobeni, 4060.
<u>FOR ATTENTION</u>	:	Miss.NP Mkhwanazi
<u>NOTE</u>	:	Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from website- www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The reference number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. Faxed and emailed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).Shortlisted candidates in possession of a foreign qualification will be required to submit an evaluation certificate from the South African Qualifications Authority (SAQA). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.
<u>CLOSING DATE</u>	:	17 July 2023
<u>POST 22/460</u>	:	<u>LECTURER PND1/PND2 (POST GRADUATE DIPLOMA IN PRIMARY CARE NURSING: R.635) REF NO: PMMC02/2023 (1 POST)</u>
<u>SALARY</u>	:	Grade 1: R431 265.per annum Grade 2: R528 969.per annum 8% Rural Allowance, 13 th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet Prescribed requirements)
<u>CENTRE</u>	:	Prince Mshiyeni Memorial Campus
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12.A Diploma /Degree in Nursing and Midwifery or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse. Diploma in Clinical Nursing Science, Health Assessment, and Treatment and Care (R.48) .A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC).Shortlisted candidates will be required to submit proof of current registration with the South African Nursing Council (SANC) .Unendorsed valid Code EB driver's licence. A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, Midwife/Accoucheur, community and

Psychiatric nurse (in the case of grade 1). A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2). Recommendations: master's degree in nursing, Basic Computer Literacy. A minimum of 2 years clinical experience in Primary Health Care Nursing. Knowledge, Skills and Experience: Have in-depth knowledge of procedures and processes related to Primary health care nursing. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

DUTIES : Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Coordinate and ensure clinical accompaniment of students. Coordinate the implementation of R.635 programme (Primary Care Nursing); including teaching and learning and assessment of R171 and R1497 programmes. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Oversee the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students.

ENQUIRIES : Mrs R Bridgemohan Tel (031) 907 8314
APPLICATIONS : Applications should be directed to: The Registrar, Prince Mshiyeni Memorial Campus, Private Bag X10, Mobeni, 4060.

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

CLOSING DATE : 17 July 2023

POST 22/461 : **LECTURER PND1/PND2 - POST GRADUATE DIPLOMA IN CRITICAL CARE NURSING (ADULT): R.635 REF NO: PMMC03/2023 (2 POSTS)**

CENTRE : Prince Mshiyeni Memorial Campus

SALARY : Grade 1: R431 265 per annum

Grade 2: R528 696 per annum 8% Rural Allowance, 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

REQUIREMENTS

: Senior Certificate/Grade 12.A Diploma /Degree in Nursing and Midwifery or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse. Diploma in Critical Care Nursing Science - Adult (R.212).A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC).Shortlisted candidates will be required to submit proof of current registration with the South African Nursing Council (SANC). Unendorsed valid Code EB driver's licence. A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, Midwife/Accoucheur, community and Psychiatric nurse (in the case of grade 1) .A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2) Recommendations: Master's Degree in nursing. Basic Computer Literacy. A minimum of two (2) years clinical experience in Critical Care Nursing (Adult). Knowledge, Skills And Experience Have in-depth knowledge of procedures and processes related to Primary health care nursing. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

DUTIES

: Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Coordinate and ensure clinical accompaniment of students. Implementation of R.635 programme - Critical Care Nursing (Adult); including teaching and learning and assessment of R171 and R1497 programmes. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Oversee the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students.

ENQUIRIES

: Mrs R Bridgemohan Tel No: (031) 907 8314

APPLICATIONS

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

FOR ATTENTION

: Miss.NP Mkhwanazi

NOTE

: Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from website-www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The reference number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. Faxed and emailed applications will not be accepted. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Shortlisted candidates in possession of a foreign qualification will be required to submit an evaluation certificate from the South Africans Authority (SAQA). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with

candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

CLOSING DATE

: 17 July 2023

POST 22/462

: **PROFESSIONAL NURSE SPECIALITY (OPERATING THEATRE) GRADE 1 & 2: REF: DPKISMH 27/2023 (X2 POST)**

Component: Theatre Department

SALARY

: Grade 1: R431 265 - R497 193.per annum
Grade 2: R528 696 - R645 720.per annum.

CENTRE

: DR Pixley Ka Isaka Seme Memorial Hospital

REQUIREMENTS

: **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse plus one year post basic qualification in Operating Theatre and basic midwifery. **Grade 2:** A minimum of 14 years Appropriate/Recognizable experience in Nursing after registration as professional nurse with SANC in general nursing of which 10 years must be appropriate/recognizable experience in the specialty after obtaining the one-year post basic qualification in Operating Theatre and basic midwifery. Other Benefits: 13th cheque, Housing Allowance (employees must meet the prescribed requirement), Medical Aid (Optional). Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing. Registration with S.A.N.C. as a General Nurse and Specialty Nurse. One-year Post Basic registration Degree/Diploma in Operating Theatre PLUS 4 years appropriate / recognizable registration experience as a General Nurse. Current Registration with South African Nursing Council (2023). Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. Knowledge, Skills, Training and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework. Good communication skills-verbal and written. Coordination and liaison skills. Problem solving skills.

DUTIES

: Assist in planning/organizing and monitoring of objectives of the specialized unit. Provide a therapeutic environment for staff, patients and public. Provide comprehensive, quality nursing care. Provide direct and indirect supervision of all Nursing Staff/Housekeeping staff and to give them guidance and ensure continuity of patient care on all level. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Assist with allocation/change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty. To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building.Effective and efficient management of all resources. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty.

ENQUIRIES

: Ms. YYN Mhlungu: Tel No: (031) 530 1419

APPLICATIONS

: To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za

FOR ATTENTION

: Deputy Director: HRM

NOTE

: The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on form Z83 e.g. DPKISMH 18/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification

from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

- CLOSING DATE** : 14 July 2023.
- POST 22/463** : **PROFESSIONAL NURSE SPECIALITY (ICU- UNIT) GRADE 1 & 2: REF: DPKISMH 28/2023 (X1 POST)**
Component: ICU Department
- SALARY** : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum.
- CENTRE** : DR Pixley Ka Isaka Seme Memorial Hospital
- REQUIREMENTS** : **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse plus one year post basic qualification in Critical Care Nursing and basic midwifery. **Grade 2:** A minimum of 14 years Appropriate/Recognizable experience in Nursing after registration as professional nurse with SANC in general nursing of which 10 years must be appropriate/recognizable experience in the specialty after obtaining the one-year post basic qualification in Critical Care Nursing and basic midwifery. Other Benefits: 13th cheque, Housing Allowance (employees must meet the prescribed requirement), Medical Aid (Optional). Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing. Registration with S.A.N.C. as a General Nurse and Specialty Nurse. One-year Post Basic registration Degree/Diploma in Critical Care Nursing PLUS 4 years appropriate / recognizable registration experience as a General Nurse. Current registration with South African Nursing Council (2023). Certificate of service endorsed by Human Resource Department must be produced on or before the day of the interview. Knowledge, Skills, Training and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework. Good communication skills-verbal and written. Coordination and liaison skills. Problem solving skills.
- DUTIES** : Assist in planning/organizing and monitoring of objectives of the specialized unit. Provide a therapeutic environment for staff, patients and public. Provide comprehensive, quality nursing care. Provide direct and indirect supervision of all Nursing Staff/Housekeeping staff and to give them guidance and ensure continuity of patient care on all level. Demonstrate effective communication between patient and families with the multi-disciplinary team, other department within the hospital. Assist with Allocation/change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty. To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building. Effective and efficient management of all resources. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty.
- ENQUIRIES** : Ms. S.C. Nduli Tel No: (031) 530 1428
- APPLICATIONS** : To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
Deputy Director: HRM
- FOR ATTENTION** : The following documents must be submitted, Application for employment form
- NOTE** : (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 18/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the 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, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records,

qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

- CLOSING DATE** : 14 July 2023.
- POST 22/464** : **PROFESSIONAL NURSE SPECIALITY- NEONATAL INTENSIVE CARE**
UNIT REF NO: LRH 44/2023 (1 POST)
Re-advertisement those who previously applied are encourage to re-apply.
- SALARY** : Grade 1: R431 265 – R497 193.per annum.
Grade 2: R528 696 – R645 720.per annum Other Benefits: 13TH Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural allowance. Appropriate/Recognisable Experience After Registration in The Specialty Is Recognised To Determine The Salary On Appointment. Only Certificate/S Of Service from The Previous Employer/S In The Specialty Is Recognised For This Purpose.
- CENTRE REQUIREMENTS** : Ladysmith Regional Hospital
: Grade 12 (Senior Certificate) or equivalent qualification. Diploma/Degree in General Nursing and Midwifery. Current Registration with SANC (2023) post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Child Nursing Science/Intensive Critical Care/Neonatal Nursing Science or Advanced Midwifery. **Grade 1:** A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse Plus one year Post Basic Qualification in Child Nursing Science or Intensive Critical Care or Neonatal Nursing Science or Advanced Midwifery. **Grade 2:** A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse. At least 10 years of the period mentioned above must be appropriate/ recognizable experience after obtaining one year Post Basic Qualification in Child Nursing Science or Intensive Critical Care or Neonatal Nursing Science or Advanced Midwifery. Certificate Of Service Endorsed By Human Resource Department. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills and Experience Required: Knowledge of nursing care process and procedures and other relevant legal framework. Labour relations and Grievance procedures. Good communication and interpersonal skills. Ability to make independent decisions. Good interpersonal skills including public relations, conflict handling and counselling. Expertise in clinical nursing practices. Working as an independent practitioner in the ward environment. Team building and supervisory skills. In depth Knowledge of Acts, Policies, Procedures, Prescripts and Legislations.
- DUTIES** : Key Performance Areas. Provide optimal holistic specialised quality nursing care with set standards and relevant legal framework. Implement neonatal / child Health care programmes. Develop and implement quality assurance policies and operational plans. Implement standards, practices, criteria and indicators for quality nursing care (quality practice). Ensure provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and health care in the Unit. Provide a safe, therapeutic and hygienic environment for the patient, Maintain clinical, professional and ethical standards. Maintain a constructive working relationship with the multi-disciplinary team. Assist with the administration and management of the Unit. Provide direct and indirect supervision. Ensure effective and efficient management of resources and availability of essential equipment. Support the Mother Baby friendly initiative. Participate in nursing audits and maintain accurate records. Train and supervise junior staff on neonatal programmes.
- ENQUIRIES APPLICATIONS** : MRS. T.M. Buthelezi Tel No: 036-6372111
: All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370
- FOR ATTENTION NOTE** : Mr S.L.Dlozi.
: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to

Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

- CLOSING DATE** : 14 July 2023
- POST 22/465** : **PROFESSIONAL NURSE SPECIALITY – OPERATING THEATRE REF GJGM48/2023 (X 1 POST)**
Component: Nursing Management Services
- SALARY** : Grade 1: R431 265.per annum
Grade 2: R528 696.per annum
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital.
- REQUIREMENTS** : **Grade 1:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing and midwifery that allow registration with SANC as a Professional Nurse and a midwife. A post basic diploma in Operating Theatre Nursing Science. Registration with the SANC as a Professional Nurse and Midwife. Current registration with SANC. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and midwifery. **Grade 2:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing and midwifery that allow registration with SANC as a Professional Nurse and a midwife. A post basic qualification in Operating Theatre Nursing Science. Registration with the SANC as a Professional Nurse and Midwife. Current registration with SANC. A minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and midwifery. At least 10 years of the period referred above must be appropriate/recognizable experience in a specific field after obtaining post basic qualification in that specialized field. Other Benefits: 13th Cheque, Medical Aid – optional, 8% inhospitable allowance, Home owner allowance, employee must meet prescribed requirements Knowledge, Skills and Competencies: Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.
- DUTIES** : Execute professional nurse's duties and functions with proficiency in support of the strategic objectives and operational plan of the Institution. Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Display concern for patients, promoting and advocating proper treatment and care and willingness to respond to patient's needs. Advocate for quality care of patients. Maintain accurate and complete patient records. Do meaningful rounds and monitor client satisfaction by communicating with patients and relatives. Assist the Operational manager with overall management and necessary support for the effective functioning of the unit. Train and supervise junior staff and student nurses. Strengthen ethics and professionalism. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Ensure effective and efficient management of resources and availability of essential equipment. Maintain accreditation standards by ensuring compliance with National Norms and Standards and Ideal hospital programmes. Ensure

the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Participate in staff development using EPMDS System and departmental quality improvement committees. Assist and supervise in CSSD.

**ENQUIRIES
APPLICATIONS**

: Matron LV Hadebe (Assistant Nurse Manager) Tel: (032) 4376136
: Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

CLOSING DATE

: 21 July 2023

POST 22/466

: **PROFESSIONAL NURSE SPECIALITY – ICU REF GJGM50/2023 (X 1 POST)**

Component: Nursing Management Services

SALARY

: Grade 1: R431 265.per annum
Grade 2: R528 696.per annum

**CENTRE
REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital
: **Grade 1** Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse plus post basic diploma in Nursing Qualification in the relevant speciality (Trauma or Intensive Care Nursing) with its duration on one (1) year accredited with SANC. Current Registration with SANC. A minimum of four (4) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse. **Grade 2:** Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse plus post basic diploma in Nursing Qualification in the relevant speciality (Trauma or Intensive Care Nursing) with its duration on one (1) year accredited with SANC. Current Registration with SANC. 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 specific speciality after obtaining the one (1) year post-basic qualification in Maternity. Other Benefits: 13th Cheque, Medical Aid – optional, 8% inhospitable allowance, Home owner allowance, 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.

DUTIES : Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. 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. Plan management according to identified problems. Ensure accurate record keeping for statistic purposes. Ensure adherence to the principles of IPC practices in the unit. Manage the unit in the absence of the supervisor. Manage the utilization of all the resources efficiently and effectively. Promote quality nursing care of the patients and ensuring that a healthy and safe environment is maintained. Assist in the co-ordination and implementation of the National Care Standards, Ideal Hospital Programmes in ICU and the Institution for better quality patient care. Maintain competence in the execution of his/her duties, while managing a high standard of performance including for others. Provision of optimal, holistic specialised critical nursing care with set standards within professional/legal framework. Be able to manage ventilated patients when necessary. Participate in formulation, analysis, implementation and monitoring of the unit objectives, policies and procedures.

ENQUIRIES : Matron TH Mthembu (Assistant Nurse Manager) Tel: (032)4376111
APPLICATIONS : Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

CLOSING DATE : 21 July 2023

<u>POST 22/467</u>	:	<u>PROFESSIONAL NURSE SPECIALITY (ADM) MS/21/2023</u>
<u>SALARY</u>	:	Grade 1: R431 265.per annum plus 13TH Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements). Grade 2: R528 696.per annum plus 13TH Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
<u>CENTRE REQUIREMENTS</u>	:	Mseleni District Hospital - (Kwa Zulu - Natal) Grade 1: Grade 12/ National Senior certificate. Diploma in General Nursing and Midwifery/ basic R425. One year post basic Diploma in Advanced Midwifery and Neonatal Nursing science. The following knowledge, skills, training and competencies required: Possess knowledge of the Public Finance. A minimum of 4 years appropriate/ recognizable experience after registration as Professional Nurse with SANC in General Nursing. Current (2023) Registration with South African Nursing Council (SANC) as a Professional Nurse and advanced midwifery. Grade 2: The following knowledge, skills, training and competencies required: Matric Certificate/Grade 12. Diploma in General Nursing and Midwifery/ basic R425. One year post basic Diploma in Advanced Midwifery and Neonatal Nursing science. A minimum of 14 years of appropriate/recognisable experience in nursing after registration as Professional Nurse with the South African Nursing Council (SANC) in General Nursing. At least 10 years of the period referred to above must be appropriate /recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification in the relevant speciality.
<u>DUTIES</u>	:	Knowledge and understanding of Nursing legislation, nursing care processes and procedures and other relevant legal frameworks such as Occupational Health and Safety Act, Health Act and Labour Relations Act. Knowledge of the Patient Right Charter, Batho Pele Principles, National Core Standards, Possess basic understanding of Human Resource and financial policies and practices. Good communication skills, report writing skills, facilitation skills, co-ordination skills, liaison skills and problem solving skills. Planning & organizing skills. Good interpersonal and human relations. Knowledge of Public service act, regulations and policies. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. MX Ndlovu. Tel No: (035) 5741004 Assistant Director: The Human Resources, Mseleni Hospital, P.O SIBHAYI 3967.Hand delivered applications may be submitted at Human Resources office Mseleni Hospital
<u>NOTE</u>	:	The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (MS/ 13/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification form the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s)
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/468</u>	:	<u>CLINICAL NURSE PRATITIONER (GRADE 1OR 2) REF. NO: HLH 15 /2023</u> Re-advert Those that previously applied need not to re –apply
<u>SALARY</u>	:	Grade1:R431 265 per annum (all-inclusive package) Grade2: R528 696 per annum (all-inclusive package)
<u>CENTRE REQUIREMENTS</u>	:	Hlabisa Hospital Senior Certificates (Grade 12) or equivalent. Degree /Diploma General Nursing with Midwifery. Grade 1 Minimum of 4 years recognizable experience in

nursing after registration as a professional Nurse with SANC in General Nursing. Post basis qualification with duration of at least 1 year in Curative Skills in Primary Health care accredited with the SANC Only shortlisted Candidate will Attach /submit proof. **Grade 2** minimum of 14 years recognizable experience in nursing after registration as a professional nurse with SANC , in General Nursing and at least 10 years of the period referred to above must be recognizable experience after obtaining the 1year post basic qualification in the relevant specialty .Proof of current registration with SANC as a Professional Nurse (2022). Only shortlisted candidates will be attach /submit proof.Knowledge, Skills, Training And Competencies Required: Knowledge of nursing care processes, nursing statutes and other relevant legal frameworks, such as Nursing Act, Health Act, Patients 'Right Charter, Batho Pele Principles Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Report writing, leadership, organization, decision making and problem solving abilities. Financials management skills and budgeting knowledge. Empathy and counselling skills and knowledge. Strong interpersonal, communication and presentation skills .Ability to make independent decisions. An understanding of the challenges facing the Public Health Sector. Ability to translate transformation objectives into practical plans .Ability to prioritize issues and other work related matters and to comply with time frames.

DUTIES : Ensure the provision of Nursing Care through adequate supervision .Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances labour relations issues in terms of laid down procedures /policies. Ensure the supervision, provision and basic patients' needs. Promote preventive and promote health for clients' .Evaluate and follow up patients during clinic visits. Initiate treatment, implementation of programs and evaluation of patient's clinical conditions. Attend and participate in doctors' visits. Health education of patients, staff and public. Assessing in service training needs, planning and implementing training programs. Assist patients and families to develop a sense of care.

ENQUIRIES : Mrs. P.Z Mbatha Tel: 035 838 8626
APPLICATIONS : The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937,Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.

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, An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity , affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person hose appointments /transfer/promotion will promote representatively will receive preference.

CLOSING DATE : 14 July 2023

POST 22/469 : **PROFESSIONAL NURSE SPECIALTY (ADVANCED MIDWIFERY) REF NO: HLH26/2023**

SALARY : Grade 1: R431 265.per annum, (all-inclusive package)
 Grade 2: 528 696.per annum (all-inclusive package)

CENTRE : Kwamsane Clinic
REQUIREMENTS : Matric Certificate/Grade12 .Diploma in General Nursing and Midwifery / basic R425 qualifications (One) 1 year post basic qualification Diploma in Advanced Midwifery and Neonatal Nursing science. A minimum of 4 years appropriate /recognizable experience after registration as Professional Nurse with SANC in General Nursing in General Nursing .Current (2023) Registration with South African Nursing Council (SANC) as a Professional Nurse and advanced midwifery .**Grade 1** :A minimum of four years appropriate /Recognizable

working experience in Nursing after registration as Professional Nurse with SANC in General Nursing , ONE (1) year Post Basic Qualification Diploma in Advanced Midwifery and Neonatal Nursing Science .**Grade 2:** A minimum of 14 years appropriate /Recognizable working experience in Nursing after registration as Professional Nurse with SANC in General Nursing . At least Ten(10) years of this period referred above must be appropriate /Recognizable working experience after obtaining 1 year Post Basic Qualification Diploma in Advanced Midwifery and Neonatal Nursing Science. NB; Certificate of Service from Previous Employers ,Verification of employment from current employers ,which must be endorsed and signed by Human Resource Management ,will only be requested for submission from shortlisted candidates. Knowledge ,Skills,Training & Competencies Required: Knowledge and understanding of Nursing legislation ,nursing Care processes and Procedures and other relevant legal frameworks such as Occupational Health and Safety Act ,Health Act and Labour Relation Act .Knowledge of the Patient Right Charter ,Batho-Pele Principles ,National Core Standards. Possess basic understanding of Human Resource and Financial policies practices. Good communication skills, report writing skills, facilitation skills, Co-ordinary skills, liaison skills and problem solving skills. Planning & organizing skills. Good interpersonal and human relations. Knowledge of Public service act, regulations and policies .Knowledge of nursing care processes and procedures, nursing statues and other relevant legal frameworks. Team building and diversity Managements skills.

DUTIES

: To provide holistic nursing care to patients in all streams in a cost effective and efficient manner. Execute duties and functions with proficiency in support of the vision, mission and strategic objectives of the institution and within the prescripts of all other legislation. Ensures the utilization of Maternal and neonatal updated guidelines and protocols .To Take charge of the unit during the absence of the Operational Manager in charge and to manage the unit accordingly. To provide nursing care that leads to improved service delivery. Perform standards procedures and solve problems communicating with patients and relatives. Maintain clinical competence by ensuring that the scientific principles of infection Prevention and Control practices. Participate in the implementation of priority programs and strategies to reduce .Morbidity and mortality rates, communicable and non-communicable diseases .Implement quality improvement plans. Maintain accurate and complete patient's records. Protect and advocate rights of patients regarding health care. Maintain a professional and ethical practice as well as enabling environment for ethical practice. Communicate with the multi-disciplinary health care team and assist in decision-making pertaining to health care team and assist in decision – making pertaining to health care delivery .Utilize human, material and physical resources efficiently and effectively. Ability to work independently in all section of the unit. Ensure staff ongoing education and training in ESMOE, MBFI, EMTCT, YFS, etc. Maintain client satisfaction through quality service innovation and professionalism .Conduct clinical audits and compile summary reports. Attend sub-district perinatal meetings. Support feeder clinics in matters pertaining to MCWH.

ENQUIRES APPLICATIONS

: Mrs. B.S.V Ndlovu Tel 035 838 8610
 : The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937,Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.

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, An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity , affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person hose appointments /transfer/promotion will promote representatively will receive preference.

CLOSING DATE

: 14 July 2023

<u>POST 22/470</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (ADVANCED MIDWIFERY) REF NO: HLH27/2023</u>
<u>SALARY</u>	:	Grade 1: R431 265 per annum, (all-inclusive package) Grade 2: 528 696.per annum (all-inclusive package)
<u>CENTRE REQUIREMENTS</u>	:	Hlabisa Hospital Matric Certificate/Grade12 .Diploma in General Nursing and Midwifery / basic R425 qualifications (One) 1 year post basic qualification Diploma in Advanced Midwifery and Neonatal Nursing science. A minimum of 4 years appropriate /recognizable experience after registration as Professional Nurse with SANC in General Nursing in General Nursing .Current (2023) Registration with South African Nursing Council (SANC) as a Professional Nurse and advanced midwifery . Grade 1 :A minimum of four years appropriate /Recognizable working experience in Nursing after registration as Professional Nurse with SANC in General Nursing , ONE (1) year Post Basic Qualification Diploma in Advanced Midwifery and Neonatal Nursing Science . Grade 2: A minimum of 14 years appropriate /Recognizable working experience in Nursing after registration as Professional Nurse with SANC in General Nursing . At least Ten(10) years of this period referred above must be appropriate /Recognizable working experience after obtaining 1 year Post Basic Qualification Diploma in Advanced Midwifery and Neonatal Nursing Science. NB; Certificate of Service from Previous Employers, Verification of employment from current employers ,which must be endorsed and signed by Human Resource Management ,will only be requested for submission from shortlisted candidates. Knowledge, Skills, Training & Competencies Required: Knowledge and understanding of Nursing legislation ,nursing Care processes and Procedures and other relevant legal frameworks such as Occupational Health and Safety Act ,Health Act and Labour Relation Act .Knowledge of the Patient Right Charter ,Batho-Pele Principles ,National Core Standards. Possess basic understanding of Human Resource and Financial policies practices. Good communication skills, report writing skills, facilitation skills, Co-ordinary skills, liaison skills and problem-solving skills. Planning & organizing skills. Good interpersonal and human relations. Knowledge of Public service act, regulations and policies. Knowledge of nursing care processes and procedures, nursing statues and other relevant legal frameworks. Team building and diversity Managements skills.
<u>DUTIES</u>	:	To provide holistic nursing care to patients in all streams in a cost effective and efficient manner. Execute duties and functions with proficiency in support of the vision, mission and strategic objectives of the institution and within the prescripts of all other legislation. Ensures the utilization of Maternal and neonatal updated guidelines and protocols .To Take charge of the unit during the absence of the Operational Manager in charge and to manage the unit accordingly. To provide nursing care that leads to improved service delivery. Perform standards procedures and solve problems communicating with patients and relatives. Maintain clinical competence by ensuring that the scientific principles of infection Prevention and Control practices. Participate in the implementation of priority programs and strategies to reduce .Morbidity and mortality rates, communicable and non-communicable diseases .Implement quality improvement plans. Maintain accurate and complete patient's records. Protect and advocate rights of patients regarding health care. Maintain a professional and ethical practice as well as enabling environment for ethical practice. Communicate with the multi-disciplinary health care team and assist in decision-making pertaining to health care team and assist in decision – making pertaining to health care delivery. Utilize human, material and physical resources efficiently and effectively. Ability to work independently in all section of the unit. Ensure staff ongoing education and training in ESMOE, MBFI, EMTCT, YFS, etc. Maintain client satisfaction through quality service innovation and professionalism. Conduct clinical audits and compile summary reports. Attend sub-district perinatal meetings. Support feeder clinics in matters pertaining to MCWH.
<u>ENQUIRES APPLICATIONS</u>	:	Mrs. B.S.V Ndlovu Tel 035 838 8610 The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937,Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.
<u>NOTE</u>	:	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 , An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's

responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledged ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity , affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person hose appointments /transfer/promotion will promote representatively will receive preference.

- CLOSING DATE** : 14 July 2023
- POST 22/471** : **PARAMEDIC GRADE 3 & 4 REF NO: KCD 06/2023**
- SALARY** : Grade 3: R440 904 - R501 630.per annum
Grade 4: R516 273 - R581 655.per annum 13th Cheque, Medical Aid (optional subject to employee must meet prescribed requirements) and Housing Allowance (subject to employee must meet prescribed requirements).
- CENTRE REQUIREMENTS** : King Cetshwayo District (Nkandla Sub-district)
: Matric Certificate or Grade 12 (Senior Certificate), B-Tech Degree in Emergency Care, Ten (10) years working experience after registration with HPCSA as an Emergency Care Practitioner, Registration with HPCSA as Emergency Care Practitioner, Valid Drivers' Licence C1 with Professional Driving Permit. Grade 2 required additional Ten (10) years working experience after registration with HPCSA as an Emergency Care Practitioner. Possess knowledge of Advance Life Support Protocol. Health Related Act, Relevant Public Service, Knowledge of Legislation, EMS Trend, HPCSA and EMS Protocol, Possess knowledge of Advance Medical Rescue, Knowledge and understanding of EMS Standard Operation procedures, rules and regulations of Road, Traffic ordinance, ability to work under pressure, Patience, Tolerance, Empathy and Cross Cultural Awareness, Interpersonal sensitivity and code of conduct in the public service, An understanding of the challenges facing the public health sector, Ability to plan and prioritize work related matters and to comply with time frames and Very high levels of accuracy and extensive analytical skills.
- DUTIES** : Provide advanced life support and advanced medical rescue for the District and Sub- District, Respond to the emergency call in the district, Maintain vehicle and medical equipment check the allocated vehicle and equipment and complete the check list, Assist with the community awareness programmes within the district, Conduct treatment of hepatitis programme for the staff and monitor progress thereof, Lecture patient management and demonstrate use of equipment to the internal Operational staff, other health sector staff and public, Assist ECO's with emergency call (red code) and critical patients, Actively participate in quality assurance project in the district, Control, issue and check drugs, records issues in registers and submit registers, Change and replenish surgical sundries and medical-gases and ensure that all items are used before expiry date, Wash, clean disinfect the interior of the vehicle equipment and maintain unit in a good working condition, Conduct proper shift hand over and report discrepancies on equipment, monitor vehicle, services and make recommendation to the shift leader, Maintain accurate and reliable records or information, Maintain best clinical practices in accordance with quality standards and maintaining Continuous Professional Development (CPD), Abide by all standard operation procedures for EMS and HPCSA, Provide orientation and supervised training with regard to ALS, Actively participate in training and quality assurance programs, Execute duties assigned by immediate supervisor and/or any other official and Work flexible hours (inclusive of overtime) and beyond the Western Zone Sub-district based on service delivery need.
- ENQUIRIES APPLICATIONS** : Mr MD Laing Tel No. 035 474 4450/52
: Please forward application quoting the reference number to the Human Resource Department, King Cetshwayo District Office, Private Bag X20034, Empangeni, 3880 or hand delivered to King Cetshwayo Health District Office, 2 Lood Avenue Empangeni Rail, Human Resource Department
- FOR ATTENTION** : Mr MTR Nzuza

<u>NOTES</u>	:	Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83, please note in line with DPSA Circular 19 of 2022 only a Comprehensive Curriculum Vitae must be submitted together with application form. Certified copies, identity document, educational qualifications and professional registration certificates, Proof of current and previous working experience endorsed and stamped by Human Resource or Employer will only be requested from shortlisted applicants only. Persons with disabilities should feel free to apply for the post. Applicants in possession of a foreign qualification will be further required to submit evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/472</u>	:	<u>PROFESSIONAL NURSE SPECIALTY (OPHTHALMOLOGY) REF: CBH22/2023 (1 POST)</u>
<u>SALARY</u>	:	Grade1: R431 265 – R497 193 per annum Grade2: R528 696 - R645 720 per annum Other Benefits: Medical Aid: optional commuted overtime , 13 th Cheque 8% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Catherine Booth Hospital Standard 10 or Grade 12. Degree / Diploma in General Nursing and Midwifery registered with SANC. A post basic 1 year specialized qualification in Ophthalmology accredited with SANC. 4 years' experience in nursing after registration with SANC as General Nurse . Current SANC annual practicing certificate. Knowledge of SANC rules and regulations. Knowledge of nursing procedures, relevant acts and policies . Knowledge of Batho Pele and Patient's Rights Charter. Knowledge of code of conduct and labour relations. Good communication skills. Decision making and problem solving skills. Basic financial management.
<u>DUTIES</u>	:	Manage ophthalmic services as per policies /protocols/ rules and regulation of the DOH and SANC. Provide in –service training to all professional nurses in all facilities. Supervise staff and patient care. Demonstrate procedure to staff with the aim of capacitating them. Provide reports and QIPs as required by DOH standards. Participate in the planning for all ward activities and equipment . Manage all complications in the absence of the doctor and report. Ensure all policies and SOP's of the unit are updated . Ensure all protocols and guidelines are available and known by the staff in all facilities. Maintain ethics and professionalism conduct. Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. P.Z. Mbonambi Tel no: (035 474 8402) All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801
<u>NOTE</u>	:	Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website- www.kznhealth.gov.za , A comprehensive CV indicating three reference persons: Names and contact numbers. Applicants are not required to submit copies of qualification. Certified copies of qualifications , proof of registration and other relevant documents will be requested from shortlisted candidates only, which maybe submitted to HR on or before the day of an interview. It is applicants responsibility who have the foreign qualification to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above-mentioned directions to candidate(s) will

result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints, no S&T allowance will be paid to candidate for attending interview and no resettlement allowance during appointment be paid out .

<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/473</u>	:	<u>PROFESSIONAL NURSE SPECIALTY OPERATING THEATRE & SDU REF: CBH21/ 2023 (1 POST)</u>
<u>SALARY</u>	:	R431 265 – R497 193 per annum Other Benefits: Medical Aid: optional, commuted overtime , 13 th Cheque 8% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Catherine Booth Hospital Standard 10 or Grade 12. Degree / Diploma in General Nursing and Midwifery . A Post Basic Diploma in Operating Theatre .Only shortlisted candidates must submit qualifications. A minimum of 4 years appropriate / recognizable experience after registration as a professional with SANC. Certified copies of certificate of service stating relevant experience .Sound knowledge of latest technology in Theatre Nursing. Sound knowledge of nursing care. Sound of nursing care delivery approach. Sound knowledge of IPC, H&S and other policies. Knowledge in record keeping and communication skills.
<u>DUTIES</u>	:	Ability to handle all operations and able to operate all theatre equipment and ensure safe keeping and utilization. Provide safe, therapeutic environment as laid down by Nursing Act. Provide optimal, holistic specialized nursing nursing care set standards and be within a professional and legal framework. Delegate duties and support staff in the execution of patient care. Effective utilization of human and material resources. Assist with supervision of the unit in the absence of the Operational Manager. Ability to manage all operations and emergencies in the absence of other qualified staff. Manage SDU and keep records. To partake in overall specialized unit functions . Good management of all resources within the unit Only shortlisted candidates will be required to submit proof of all documents .
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. P.Z. Mbonambi Tel no: (035 474 8402) All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801:
<u>NOTE</u>	:	Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-www.kznhealth.gov.za, A comprehensive CV indicating three reference persons: Names and contact numbers .Applicants are not required to submit copies of qualification. Certified copies of qualifications , proof of registration and other relevant documents will be requested from shortlisted candidates only, which maybe submitted to HR on or before the day of an interview. It is applicants responsibility who have the foreign qualification to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints , no S&T allowance will be paid to candidate for attending interview and no resettlement allowance during appointment be paid out .
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/474</u>	:	<u>PROFESSIONAL NURSE SPECIALITY NURSING MATERNITY DEPARTMENT: OBSTETRICS AND GYNAECOLOGY REF NO: PN SPEC 32/2023, (1 POST)</u>
<u>SALARY</u>	:	Grade 1: R431 265 - R497193.per annum. Other Benefits: 13 th cheque, medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements. Grade 2: R492 756 - R606 042.per annum Other Benefits: 13 th cheque, medical aid (optional), 8 % rural allowance, and housing allowance: employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Eshowe District Hospital

REQUIREMENTS

: Grade 12/Standard 10. Registration with South African Nursing Council as a General Nurse. A post basic qualification in Advanced Midwifery and Neonatal Science. Diploma in Advanced Midwifery and Neonatal Nursing Science, with duration of at least 1 year, accredited with the South African Nursing Council. Experience **Grade 1:** Minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in Advanced Midwifery and Neonatal Nursing Science. Experience **Grade 2:** Minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in Advanced Midwifery and Neonatal Nursing Science. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1- year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. Knowledge, skills, training and competencies required: Knowledge of public services acts, regulations and policies. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with client/patients, supervisors and other clinicians, including report writing when required. Work as part of a multi-disciplinary team to ensure good nursing care. Work effectively co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating. Knowledge and experience in implementation of Batho Pele principles, patient's right charter and code of conduct. Knowledge on SANC rules and regulations. Proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations (Batho Pele).

DUTIES

: Coordination of optical, holistic specialized nursing care provided within set standards and Professional/ legal framework. Perform multi-skilled and complex nursing care duties requiring frequent interpretation of information. Manage effectively and efficiently the utilization and supervision of all resources. Participate in the analysis, formulation, and implementation of policies, practices and procedures. Establish and maintain constructive working relationships with nursing and other stakeholders. Ensure that a healthy and safe working environment is maintained. Monitor and control the quality of patient care. Maintain accreditation standard by knowledge of policies and procedures, implementation of all programmes, BANC, PMTCT, BFHI etc. Compile monthly and quarterly report. Audit clinical records by analyzing data. Participate in health promotion and illness prevention initiatives. To assist in Employee Performance Management Developments System (EPMDS) of staff and implement Employee Assistance Program.

ENQUIRIES

: Nursing Manager: Mr Mt Dube 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** : 21 July 2023
- POST 22/475** : **CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE NKWALINI**
CLINIC REF NO: CNP NKW 28/2023
- SALARY** : Grade 1: R431 644 - R497 193.per annum Other Benefits: medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements.
Grade 2: R528 696 - R645 720.per annum Other Benefits: medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements
- CENTRE** : Eshowe District Hospital
- REQUIREMENTS** : Basic R425 qualification i.e. Degree/Diploma in General Nursing. Minimum of four years appropriate/recognizable nursing experience after registration as Professional Nurse with SANC. Post Basic qualification with duration of one year in Clinical Nursing Science Health Assessment, Treatment and Care. Registration with South African Nursing Council as a Professional Nurse (PHC). 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. Experience **Grade 1**: minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in General Nursing OR advance midwifery). Post Basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the South African Nursing Council. Experience **Grade 2**: minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in General Nursing) of which ten (10) years must be appropriate/recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Post Basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the South African Nursing Council. Knowledge, skills, training and competencies required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks e.g. Nursing Act, Health Act, Occupational Health and Safety Act, Batho Pele. Interpersonal skills, negotiating conflict handling and counseling skills
- DUTIES** : Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices within a Primary Health Care environment. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a Primary Health Care facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined for a Primary Health Care facility. Demonstrate a basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care at primary health care level. 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** : Assistant Manager Nursing Phc Mr P Mnguni Tel No: (035) 473 4500
- 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** : 21 July 2023
- POST 22/476** : **CLINICAL NURSE PRACTITIONER: PRIMARY HEALTH CARE**
NLANGUBO CLINIC REF NO: CNP NDL 29/2023
- SALARY** : Grade 1: R431 641 - R497 193.per annum Other Benefits: medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements.
Grade 2: R528 696.00-R645 720.per annum Other Benefits: medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements
- CENTRE REQUIREMENTS** : Eshowe District Hospital
: Basic R425 qualification i.e. Degree/Diploma in General Nursing. Minimum of four years appropriate/recognizable nursing experience after registration as Professional Nurse with SANC. Post Basic qualification with duration of one year in Clinical Nursing Science Health Assessment, Treatment and Care. Registration with South African Nursing Council as a Professional Nurse (PHC). 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. Experience **Grade 1**: minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in General Nursing OR advance midwifery). Post Basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the South African Nursing Council. Experience **Grade 2**: minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in General Nursing) of which ten (10) years must be appropriate/recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Post Basic qualification with duration of at least 1 year in Curative Skills in Primary Health Care accredited with the South African Nursing Council. Knowledge, skills, training and competencies required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks e.g. Nursing Act, Health Act, Occupational Health and Safety Act, Batho Pele. Interpersonal skills, negotiating conflict handling and counseling skills
- DUTIES** : Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices within a Primary Health Care environment. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a Primary Health Care facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined for a Primary Health Care facility. Demonstrate a basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care at primary health care level. 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** : Assistant Manager Nursing - Mr P Mnguni Tel No: (035) 473 4500
APPLICATIONS : Direct your application quoting the relevant reference number to: The Chief Executive Officer Eshowe District Hospital, Private Bag X504 Eshowe, 3815.

**FOR ATTENTION
NOTE**

Hand delivered applications may be submitted to the Human Resource Section, Eshowe District Hospital, before 16H00 on or before the closing date.
Mrs GZ Dube: Human Resource Manager
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

21 July 2023

POST 22/477

**PROFESSIONAL NURSE SPECIALITY KING DINUZULU CLINIC:
ADVANCE MIDWIFE REF NO: PN SPEC 33/2023, (1 POST)**

SALARY

Grade 1: R431 265 - R497193,per annum Other Benefits: 13th cheque, medical aid (optional), 8 % rural allowance, housing allowance: employee must meet the prescribed requirements.
Grade 2: R528 696 - R645 720,per annum Other Benefits: 13th cheque, medical aid (optional), 8 % rural allowance, and housing allowance: employee must meet the prescribed requirements.

**CENTRE
REQUIREMENTS**

Eshowe District Hospital
Grade 12/Standard 10. Registration with South African Nursing Council as a General Nurse. A post basic qualification in Advanced Midwifery and Neonatal Science. Diploma in Advanced Midwifery and Neonatal Nursing Science, with duration of at least 1 year, accredited with the South African Nursing Council. Experience **Grade 1:** Minimum of 4 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in Advanced Midwifery and Neonatal Nursing Science. Experience **Grade 2:** Minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with South African Nursing Council, in Advanced Midwifery and Neonatal Nursing Science. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific specialty after obtaining the 1- year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. Knowledge, skills, training and competencies required: Knowledge of public services acts, regulations and policies. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with client/patients, supervisors and other clinicians, including report writing when required. Work as part of a multi-disciplinary team to ensure good nursing care. Work effectively co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating. Knowledge and experience in implementation of Batho Pele principles, patient's right charter and code of conduct. Knowledge on SANC rules and regulations. Proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations (Batho Pele).

DUTIES

Coordination of optical, holistic specialized nursing care provided within set standards and Professional/ legal framework. Perform multi-skilled and

complex nursing care duties requiring frequent interpretation of information. Manage effectively and efficiently the utilization and supervision of all resources. Participate in the analysis, formulation, and implementation of policies, practices and procedures. Establish and maintain constructive working relationships with nursing and other stakeholders. Ensure that a healthy and safe working environment is maintained. Monitor and control the quality of patient care. Maintain accreditation standard by knowledge of policies and procedures, implementation of all programmes, BANC, PMTCT, BFHI etc. Compile monthly and quarterly report. Audit clinical records by analyzing data. Participate in health promotion and illness prevention initiatives. To assist in Employee Performance Management Developments System (EPMDS) of staff and implement Employee Assistance Program

**ENQUIRIES
APPLICATIONS**

: Assistant Manager Nursing - Mr P Mnguni Tel No: (035) 473 4500
 : 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
NOTE**

: Mrs GZ Dube: Human Resource Manager
 : 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

: 21 July 2023

POST 22/478

: **PROFESSIONAL NURSE SPECIALTY MATERNITY REF : CBH18/ 2023 (3 POSTS)**

SALARY

: Grade1 R431 265 – R497 193 per annum
 Grade 2 R528 696 - R645 720 per annum Other Benefits: Medical Aid: optional , commuted overtime , 13th Cheque 8% Rural Allowance

**CENTRE
REQUIREMENTS**

: Catherine Booth Hospital
 : Standard 10 or Grade 12. Degree / Diploma in General Nursing and Midwifery registered with SANC . A post basic 1 year specialized qualification in Advance Midwifery and Neonatal Care accredited with SANC . 4 years experience in nursing after registration with SANC as General Nurse . Current SANC annual practicing certificate. Knowledge of SANC rules and regulations. Knowledge of nursing procedures , relevant acts and policies . Knowledge of Batho Pele and Patient's Rights Charter. Knowledge of code of conduct and labour relations. Good communication skills . Decision making and problem solving skills. Basic financial management.

DUTIES

: Manage MCWH services as per policies /protocols/ rules and regulation of the DOH and SANC. Provide in –service training to all midwives allocated in all MCWH area .Supervise staff and patient care in the absence of an Operational Manager Nursing . Demonstrate procedure to staff with the aim of capacitating them. Provide reports and QIPs as required by DOH standards . Participate in the planning for all ward activities and equipment . Manage all complications in the absence of the doctor and report. Ensure all policies and SOP's of the unit are updated. Ensure all protocols and guidelines are available and known by the staff. Maintain ethics and professionalism conduct. Only shortlisted

		candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources.
<u>ENQUIRIES</u>	:	Mrs. P.Z. Mbonambi Tel no: (035 474 8402)
<u>APPLICATIONS</u>	:	All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801:
<u>NOTE</u>	:	Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-www.kznhealth.gov.za, A comprehensive CV indicating three reference persons: Names and contact numbers .Applicants are not required to submit copies of qualification. Certified copies of qualifications , proof of registration and other relevant documents will be requested from shortlisted candidates only, which maybe submitted to HR on or before the day of an interview. It is applicants responsibility who have the foreign qualification to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints , no S&T allowance will be paid to candidate for attending interview and no resettlement allowance during appointment be paid out .
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/479</u>	:	<u>CLINICAL NURSE PRACTITIONER – (WBPCOT) (2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R431 265 – R497 193 per annum Grade 2: R528 696 – R645 720 per annum Plus 12% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<u>CENTRE</u>	:	Wasbank And Glenridge Clinic Ref No: WASCNP 01/2023 Ref No: GLEN 02/2023
<u>REQUIREMENTS</u>	:	Senior certificate/ Grade 12 or equivalent qualification. Diploma / Degree in General Nurse and Midwifery. Current registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery (2023). Post-Basic Diploma in Clinical Nursing Science, Health assessment, Treatment and care (PHC) with duration of at least one (1) year. Appropriate/ recognizable experience after registration in the Post Basic Qualification. Experience Grade 1: A minimum of 4 years appropriate/ recognizable experience as nursing after registration with SANC in general nursing.at least one year Post Basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care. Experience Grade 2: A minimum of 14 years appropriate/ recognizable experience as nursing after registration with SANC in general nursing. At least 10 years must be appropriate experience after obtaining the one year Post Basic qualification in Primary Health Care Advance Midwifery and Neonatal Nursing Science. Valid Driver's License code 8 or 10. Recommendation: One year Diploma in Psychiatric Nursing Science Knowledge, Skills And Competencies Required: Leadership, organizational, decision-making, supervisory and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patient care related policies, vision, mission and objective of clinic. Communication and interpersonal skills including public relations, negotiating, coaching, conflict handling and counselling skills. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Knowledge of TB/ HIV/AIDS, MCWH and other Communicable and Non- Communicable Disease programmes. Understanding of nursing legislation and related ethical nursing practices. Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Good communication skills. Good organizational skills.
<u>DUTIES</u>	:	Provision of an integrated, quality and comprehensive Primary Health Care services by promoting health ,prevent diseases, curative and rehabilitative services to the clients, individuals, families and community. Provide PICT and

adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with the Batho Pele principles. Provide primary prevention strategies and management of COVID-19, TB/ HIV/AIDS, MCWH and other communicable and non-communicable diseases. Maintain inter-sectoral collaboration with other government structures. Support Operation WBPHCOT and Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Participate in the monitoring HR performance through EPMDS.

- ENQUIRIES** : MRS I.D Khumalo Contact details: 034-2121111 ext 259
- APPLICATIONS** : Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000 Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000
- CLOSING DATE** : 17 July 2023
- POST 22/480** : **CLINICAL NURSE PRACTITIONER REF NUMBER: EMPATHECNP 01/2023 (1 POST)**
Directorate: Dundee Hospital
- SALARY** Grade 1: R431 265 – R497 193 per annum
Grade 2 R528 696 – R645 720 per annum Plus 12% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Empathe Clinic
- REQUIREMENTS** : Senior certificate/ Grade 12 or equivalent qualification. Diploma / Degree in General Nurse and Midwifery. Current registration certificate with SANC as a Professional Nurse in General Nursing and Midwifery (2023). Post-Basic Diploma in Clinical Nursing Science, Health assessment, Treatment and care (PHC) with duration of at least one (1) year. Appropriate/ recognizable experience after registration in the Post Basic Qualification. Experience **Grade 1**: A minimum of 4 years appropriate/ recognizable experience as nursing after registration with SANC in general nursing, at least one year Post Basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care. Experience **Grade 2**: A minimum of 14 years appropriate/ recognizable experience as nursing after registration with SANC in general nursing. At least 10 years must be appropriate experience after obtaining the one year Post Basic qualification in Primary Health Care Advance Midwifery and Neonatal Nursing Science. Valid Driver's License code 8 or 10. Knowledge, Skills And Competencies Required: Leadership, organizational, decision-making, supervisory and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patient care related policies, vision, mission and objective of clinic. Communication and interpersonal skills including public relations, negotiating, coaching, conflict handling and counselling skills. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Knowledge of TB/ HIV/AIDS, MCWH and other Communicable and Non- Communicable Disease programmes. Understanding of nursing legislation and related ethical nursing practices. Knowledge on nursing care processes and procedures, nursing statutes and other relevant legal framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Good communication skills. Good organizational skills.
- DUTIES** : Provision of an integrated, quality and comprehensive Primary Health Care services by promoting health ,prevent diseases, curative and rehabilitative services to the clients, individuals, families and community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with the Batho Pele principles. Provide primary prevention strategies and management of COVID-19, TB/ HIV/AIDS, MCWH and other communicable and non-communicable diseases. Maintain inter-sectoral collaboration with other government structures. Support Operation WBPHCOT and Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Participate in the monitoring HR performance through EPMDS. Ensure data management is implemented and monitored.
- ENQUIRIES** : MRS I.D Khumalo Contact details: 034-2121111 ext 259

<u>APPLICATIONS</u>	:	Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000 Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000
<u>CLOSING DATE</u>	:	17 July 2023
<u>POST 22/481</u>	:	<u>PROFESSIONAL NURSE SPECIALTY PAEDIATRICS REF : CBH17/ 2023 (1 POST)</u>
<u>SALARY</u>	:	Grade 01: R431 265 – R497 193 per annum Grade 02: R528 696 - R645 720 per annum Other Benefits: Medical Aid: optional , commuted overtime , 13 th Cheque 8% Rural Allowance
<u>CENTRE REQUIREMENTS</u>	:	Catherine Booth Hospital Standard 10 or Grade 12. Degree / Diploma in General Nursing and Midwifery registered with SANC. A post basic 1 year specialized qualification in Paediatric Nursing Science. 4 years experience in nursing after registration with SANC as General Nurse. Current SANC annual practicing certificate. Knowledge of SANC rules and regulations. Knowledge of nursing procedures , relevant acts and policies. Knowledge of Batho Pele and Patient's Rights Charter. Knowledge of code of conduct and labour relations .Good communication skills. Decision making and problem solving skills. Basic financial management.
<u>DUTIES</u>	:	Manage child health services as per policies /protocols/ rules and regulation of the DOH and SANC. Provide in –service training to all midwives allocated in Paediatric ward and POPD area . Manage staff and patient care in the absence of an Operational Manager Nursing . Demonstrate procedure to staff with the aim of capacitating them. Provide reports and QIPs are required by DOH standards . Participate in the planning for all ward activities and equipment . Manage all complications in the absence of the doctor and report . Ensure all policies and SOP's of the unit are updated . Ensure all protocols and guidelines are available and known by the staff . Maintain ethics and professionalism . Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. P.Z. Mbonambi Tel no: (035 474 8402) All applications should be forwarded to: Catherine Booth Hospital: Private Bag x105, Amatikulu, 3801 or Hand deliver to: KwaKhoza Reserve, Ezingwenya Area, Umlalazi Municipality Ward15, Amatikulu, 3801
<u>NOTE</u>	:	Preference will be given to African Male The following documents must be submitted: Application for employment form (Z83), obtainable at any Public Service Department or from the website-www.kznhealth.gov.za, A comprehensive CV indicating three reference persons: Names and contact numbers .Applicants are not required to submit copies of qualification. Certified copies of qualifications , proof of registration and other relevant documents will be requested from shortlisted candidates only, which maybe submitted to HR on or before the day of an interview. It is applicants responsibility who have the foreign qualification to be evaluated by SAQA (South African Qualifications Authority). Reference checks will be done on nominated candidate(s), Security checks, security vetting, qualification verification and criminal checking. Note: Failure to comply with all of the above mentioned directions to candidate(s) will result in your application not being considered. Please note that due to the large number of applications we envisage to receive; only shortlisted candidates will be contacted. Due to financial constraints , no S&T allowance will be paid to candidate for attending interview and no resettlement allowance during appointment be paid out
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/482</u>	:	<u>ASSISTANT DIRECTOR- HRM (EMS/26/2023)</u>
<u>SALARY</u>	:	R424 104 – R508 692. per annum (other benefits: Medical Aid (Optional) 13 th Cheque, Housing allowance (employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Emmaus District Hospital Senior Certificate (Grade 12) A Bachelor's Degree or National Diploma in Human Resource Management / Public Administration or Public Management. A minimum of 5 years' experience of which 3 years must be supervisory experience in Human Resources. Recommendations Valid code B driver's license, Computer Literacy Knowledge & Skills_Knowledge of Public Service Act, Public Service Regulations and Prescripts, Knowledge of Persal system, Knowledge of basic principles of HR Management. Ability to interpret and apply

<u>DUTIES</u>	:	<p>polies, acts, ability to comprehend Human Resource issues. Interpersonal relations, innovation and communication skills. Financial Management, Change Management, Decision making, Time management, facilitation skill, risk management and good interpersonal relation skills. Computer literacy</p> <p>Provide strategic leadership of Human resource management for the facility. Manage all Human Resource components, i.e Human Resource Practices, Human Resource Planning and Development, Staff Relations and Employee Wellness and ensure efficient and effective services are provided. Develop and evaluate human resource activities. Design and implement effective Labour Relations strategies (consultation and negotiation) forums with staff organizations. Determine the numbers, Skills mix and training for all departments in the hospital, taking into account budgetary constraints, national and provincial norms. Set out the framework for job descriptions. Ensure quality development of HRMS in line with norms and standards for Ideal Hospital and Ideal Clinic Realization and Maintenance Programme. Advise managers on all aspects of Human Resources Management, organizational and staffing structures and reporting arrangements managements. Develop and implement effective HR policies within the guidelines set by the provincial health department. Ensure the timely and compensation of employees. Monitor human resource records and documents management system. Manage the payroll programme. Ensure the co-ordinate of Institutional Management Labour Committee Meetings (IMLC). Ensure training of staff on labour relations. Create awareness of labour relations within the institution. Ensure compliance with grievance and disciplinary procedures. Co-ordination of conciliation, mediation and arbitration proceedings. Ensure that misconduct cases in the institution are dealt with timeously. Develop and implement operational and strategic measures to enhance the moral of staff employee in the Hospital. Ensure coordination of Institutional Employee Health and Wellness Committee Meetings (IEHWCM). Monitor and evaluate the effectiveness of the Employee Wellness.</p>
<u>ENQUIRES</u>	:	<p>Mrs. MAN Mzizi Tel: 036 488 1570 EXT 8203 NB: No Subsistence And Travelling, Resettlement Allowance Will Be Paid For Interview Attendance</p>
<u>APPLICATIONS</u>	:	<p>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 District Hospital.</p>
<u>FOR ATTENTION NOTE</u>	:	<p>Assistant Director (HRM)</p> <p>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.</p>
<u>CLOSING DATE</u>	:	<p>14 July 2023 at 16:00</p>
<u>POST 22/483</u>	:	<p><u>ASSISTANT DIRECTOR : HRM REF NO. OTH CHC 18/2023 (1 POST)</u></p>
<u>SALARY</u>	:	<p>R424 104 per annum Other Benefits: 13th cheque, Medical Aid (Optional), Home owner's allowance (employee must meet prescribed Requirements)</p>
<u>CENTRE REQUIREMENTS</u>	:	<p>Othobothini Community Health Centre (Jozini)</p> <p>Senior Certificate (Grade 12). Degree/National Diploma in Human Resource Management/Public Administration/Public Management. 3 – 5 years supervisory experience in Human Resource Component. Recommendations A valid driver's license. Computer literacy. Persal certificate. Knowledge, Skills, Training And Competencies Required: Knowledge of Public Service Policies Act and Regulations. Sound knowledge of Persal, Project Management and Financial Management. Ability to liaise with management. Knowledge of EPMS, GEPP and National Core Standards. Good leadership, coaching and mentoring skills. Good Communication, interpersonal Skills, analytical, decision making and presentation skills.</p>

<u>DUTIES</u>	:	Manage all HR components i.e. HR Practices, HR Planning and Development, Staff Relations and Employee Health & Wellness for the CHC in order to ensure that high quality service is being provided. Ensure that the Performance Management Development System is implemented successfully in the CHC by providing guidance and assistance with regard to its application and administration to all managers within the CHC for achievement of goals and objectives of the CHC. Ensure that transactional functions pertaining to conditions of service are rendered in accordance with departmental policy imperatives. Ensure that transactional functions pertaining to employment practices are rendered in accordance with departmental policy imperatives. Ensure the development of HR plan, workplace Skills Plan and Equity Plan and ensure implementation for the CHC and ensure that all stakeholders are represented as per the guidelines. Ensure the effective and efficient utilization of resources allocated to the Section, including the development of staff. Ensure the establishment of a fully functional EAP and Employee Health & Wellness programme in the CHC Ensure that recruitment, appointments and transfers are in accordance with the laid down prescripts. Provide regular inputs towards realization of ideal clinic & National Core Standards. Promote sound employer-employee relationship and minimize conflict within the CHC ensuring delivery of quality services. Advise managers on all aspects of Human Resource Management, organization, staffing structure and reporting arrangements. Oversee and deal with misconduct, discipline and grievance procedure in terms of Labour Relations Act. Ensure functionality of HR committee e.g. IMLC
<u>ENQUIRIES</u>	:	Ms. N.I Mthethwa Telephone number: 035 572 9002
<u>APPLICATIONS</u>	:	Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, JOZINI, 3969 OR hand deliver to Othobothini CHC HR Department.
<u>NOTE</u>	:	Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website- www.kzhealth.gov.za Curriculum Vitae (CV). applicants are not required to submit Copies of ID, Std 10 certificate, educational qualifications, certificate of service / proof of experience signed by HR office such documents will be requested only from shortlisted Candidates. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.
<u>CLOSING DATE</u>	:	14 July .2023
<u>POST 22/484</u>	:	<u>HUMAN RESOURCE OFFICER SUPERVISOR: HR PRACTICES REF GJGM46/2023 (X1 POST)</u> Component: Human Resources
<u>SALARY</u>	:	R393 711.per annum: Other Benefits: 13 th Cheque, Home Owners Allowance & Medical Aid.(To qualify: Employee must meet all the prescribed policy requirements)
<u>CENTRE</u>	:	General Justice Gizenga Mpanza Regional Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate (Grade 12) or equivalent. A minimum of 3 to 5 years' experience in Human Resource Practices. Recommendation: Valid Code EB driver's license. Computer literacy e.g. MS Office. Pearsal Certificates. Knowledge, Skills and Competencies: Knowledge of prescripts, policies and procedures pertaining to the Human Resource section. Extensive knowledge of computerised personnel and salary systems, MS packages and application thereof. Communication and interpersonal skills is a necessity. Leadership skills to manage the Human Resource section. Sound organising, planning and problem solving skills.
<u>DUTIES</u>	:	Supervise and undertake the more complex implementation and maintenance of Human Resource administration practices. Recruitment and selection (advertisement, appointments, transfers, verification of qualifications, secretarial functions at interview, absorptions, probationary periods etc.). Implement conditions of service and service benefit (leave, housing, medical aid, injury on duty, long service recognition, overtime and relocations). Pension, Allowances, PILIR etc. Performance Management, Termination of service (indicate steps). Recommend (Approve) transactions on Pearsal

according to delegations (higher authorization should happen on a higher level preferable AD Higher level). Prepare reports on Human Resource Administration issues and enquiries. Supervise Human Resource staff. Allocate and ensure quality of work personnel development, assess staff performance and apply discipline.

**ENQUIRIES
APPLICATIONS**

: Mr T Latha (Deputy Director: HRM) Tel: (032)4376006
: Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger,4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

CLOSING DATE

: 21 July 2023

POST 22/485

: **HRM PRACTITIONER-CAREERMANAGEMENT AND EPMS. REF NO: HGHD 06/2023. (1 POST)**

SALARY

: R359 517.per annum. Benefits: 13th Cheque, homeowner's allowance, and Medical aid optional, Employee must meet prescribed conditions.

**CENTRE
REQUIREMENTS**

: Harry Gwala Health District
: Matric /Grade 12/ (Senior certificate) Standard 10. National Diploma/Degree in Human Resource Management / Public Management or Public Administration or Human Resource Development (NQF level 6/7 qualification). 3 years appropriate experience in Human Resource Development. Recommendation: Computer Literacy certificate e.g. Ms. Office Software, PERSAL certificates, Driver's license code 8 (B) or 10 (C1). NB: The fully completed and signed new Z83 application form must be accompanied by a detailed comprehensive CV, only shortlisted candidates will be required to provide certified copies of required documents/proof of current and previous experience endorsed and stamped by Human Resource (Employment History) not certificate of service on or before the date of the interviews following communication from Human Resources. Knowledge, Skills and Competencies: Knowledge and understanding of operational issues affecting the administration of Human Resource Management Practices within a health service delivery environment. Knowledge of legislative and policy imperatives informing area of operation. Able to prioritize issues and other work related matters and to comply with timeframes set. Ability to consistently accept responsibility in a competent manner for own areas of work. Good communication skills, both written and

		verbal. Good planning and organizational ability. Ability to keep abreast of work related development. Good interpersonal relationship, Presentation skills, Strategic and planning skills
<u>DUTIES</u>	:	Key Responsibilities: Manage training for District Office components to ensure that staff is appropriately equipped to follow a desired career path. Manage EPMDS training for district office components to ensure that staff is well versed with the principles and requirements of the EPMDS. Administer and coordinate EPMDS submissions for the District Office Components to ensure that departmental deadlines are met and evaluations are conducted timeously. Develop a training plan for the District Office by determining training requirements for the District Office Management Team. Administer external bursaries aimed at the community for professional studies including internships and learner ships. Assist with facilitation of Human Resource Development activities in collaboration with service delivery planning, monitoring and evaluation component. NB. Failure to comply with the above instructions will disqualify applicants.
<u>ENQUIRIES</u>	:	Mr. ZN Dotyeni: Deputy Director: HRM. Contact Number: 039 834 8200.
<u>APPLICATIONS</u>	:	Applications must be directed for: Attention: Mr. Z Dotyeni: Assistant Director: HRM, Harry Gwala Health District Office, Private Bag X 502, IXOPO, 3276 OR Hand deliver to: 111 Main Street, IXOPO under KFC building, Room 99, District office. The content of this Circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay: head of components must notify all candidates who qualify for the post in this circular minute even if they are absent from their normal places of work.
<u>NOTE</u>	:	Directions To Candidates: The following documents must be submitted. The application <u>must include only</u> completed and signed new FORM Z83, obtainable from any Public Service Department or on the internet at www.kznhealth.gov.za and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Failure to produce these documents will disqualify candidates. It is the responsibility of the candidate to ensure that the Curriculum Vitae is detailed enough to reflect all information associated with the post applied for. The reference number must be indicated in the column provided on the form (new z83) e.g. HGHD 06/2023. Please note that due to the large number of applications received, applications will not be acknowledged. However all shortlisted candidates will receive written responses. Due to budget constraints, the institution is unable to fund S & T claims. This department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of occupational categories in the department. People with disability should feel free to apply for the post. Failure to comply with the above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from security clearance, qualification verification, citizenship and previous work experience.
<u>CLOSING DATE</u>	:	14 July 2023.
<u>POST 22/486</u>	:	<u>SENIOR SYSTEMS MANAGEMENT OFFICER REF NO: SSMO 19/2023. (1 POST)</u> Component: Facilities Management.
<u>SALARY</u>	:	R359 517 – R420 402.per annum (Level 8)Other Benefits: medical aid (optional), housing allowance: employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Eshowe District Hospital
<u>REQUIREMENTS</u>	:	Bachelor's degree/National Diploma in Public Administration or equivalent 3-year tertiary qualification in Administration Management. Minimum of 3 to 5 years' experience administrative environment. 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 and Competencies: Good knowledge and understanding of Labour Relations, Disciplinary and Grievance procedures. Good planning, organizing, implementing, evaluation and time management skills. Good communication and computer skills. Good supervisory, interpersonal, problem solving and team building skills. Ability to prioritise duties and work under pressure.
<u>DUTIES</u>	:	Maintain control of the following section: Patient Administration, registry/reprographic services, telecommunication, transport services,

messenger/pottering services, mortuary services, staff accommodation, security services, cleaning and ground services and laundry services. Develop and implement Standard Operating Procedures. Ensure compliance with Health and Safety and Disaster Management requirements by all staff members. Analyse alternatives for performing work including contracting out services and evaluate and recommends procedures/practices to improve operational efficiency. Ensure effective, efficient utilisation of resources allocated to the institution, including the development of staff. Monitor and advise service providers (contractors) in order to deliver quality services. Engage in Employee Performance Management Development System (EPMDS) in the department. Participate in National Core Standards and develop, monitor Quality Improvement Plans.

**ENQUIRIES
APPLICATIONS**

: Assistant Director-Facilities Management: Mrs LI Ntuli Tel No: (035) 473 4500.
: 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
NOTE**

: Mrs GZ Dube: Human Resource Manager
: 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

: 21 July 2023

POST 22/487

: **SENIOR FINANCE MANAGEMENT OFFICER REF NO: CJMH 13 / 2023 (1 POST)**
Component: Finance

SALARY

: R359 517.per annum (Level 8) Other benefits: 13th Cheque, Medical Aid (Optional), Home owners Allowance (Employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: Charles Johnson Memorial Hospital
: Grade 12 / Senior certificate, Degree / Diploma in Finance Management / Cost and Management Accounting / Financial Accounting / Accounting Science or any related field, 3 – 5 years of supervisory experience in Public Service within financial administration component budget expenditure control and Revenue, (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted) Recommendation Computer literacy, Valid driver's license Knowledge, Skills Training And Competencies Required: Good knowledge of public Financial as well as relevant acts and regulation, Interpersonal and problem solving skills, Departmental and transversal system (e.g BAS, PERSAL, Vulindlela), Vast knowledge of SCM, Good organizational and planning skills ability to make independent decisions, Ability to plan, build team spirit and meet deadlines, Knowledge of MS Office software applications, In depth knowledge of relevant fleet management area of operation and associated processes.

DUTIES

: Key Perfomance Areas: Assist in compilation of budget for the institution and the submission associated with budget processes, Authorize commitment, payments, debts, receipts and journals on BAS, Draw analyze and present

financial reports, Manage suspense accounts and maintain debt file, consolidate financial monthly and quarterly reports, Identify risks and institute control measures to minimize financial risks in all departments, Monitor and assess finance staff performance as per EPMDs requirements and organize relevant training in order to improve service delivery, Oversee the reconciliation of transactions (interface) on persal with BAS, Ensure that safeguarding of all face value documents, Ensure that sufficient internal controls are in place and are implemented to ensure that all goods received are in line with goods that are ordered, Assist the consolidation of the CEO's Management Pack, Manage the functioning of Budget and Expenditure Control, Revenue, Ensure proper management of all accounts received from OPD admitting, Medical Aid Schemes including parking and boarding & lodging, Carry out all responsibilities delegated by Assistant Director: Finance.

- ENQUIRIES APPLICATIONS** : Mr EM Mahlinza Tel No: (034) 271 6400
- FOR ATTENTION NOTE** : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135
- FOR ATTENTION NOTE** : Human Resource Manager
- FOR ATTENTION NOTE** : Directions To Candidates: The following documents must be submitted: Only Z83 from and CV must be submitted, Shortlisted candidates must submit Certificates of Service endorsed by Human Resource, The reference number must be indicated in the column provided on form Z83 e.g. CJM 04/2019, Faxed documents will not be accepted, NB Failure to comply with the above instructions with the above instructions will results in disqualification, Please note that if you are not contacted within three months of the closing date, your application is unsuccessful, Every shortlisted applicant will be advised of the outcome of their application in due course, Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPS (Companies Intellectual Property Commission) screening. Those Who Applied Need Not Apply Due To Financial Constraints No S&T Or Relocation Costs Will Be Paid For Attending Interviews.
- CLOSING DATE** : 21 July 2023
- POST 22/488** : **SAFETY OFFICER REF NO: CTK 05/2023**
- SALARY** : Grade 1: 359 517 – R424 104.per annum, PLUS 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)
- CENTRE REQUIREMENTS** : Christ The King Hospital
- CENTRE REQUIREMENTS** : Minimum Requirements: Senior Certificate (Grade 12) or equivalent qualification PLUS; Degree / National Diploma in Safety Management At least 3-5 years' experience of safety under construction Recommendations: Valid Driver`s license Knowledge and Skills: Legislation pertaining to Occupational Health and Safety Act. Identification, control, elimination and monitoring of hazards Health education and administration of the service. Computer literacy, Accident investigation, Disaster management Good Communication Skills
- DUTIES** : Identification of potential situations that could lead to injury/disability/death of staff member/ visitor. Property damage or loss, internal disasters, medico-legal claim and reporting thereof to Department of Labour within timeframes. Ensuring the delegate management and administrative functions are carried out timely and correctly in order for safety to function in the institution. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of health and safety training, orientation and induction programmes. Participate in safety audits for the institution in compliance with the Occupational Health and Safety act, 85 of 1993. Ensuring that the buildings, construction, plants, and machinery meet and maintain compliance certificates that are regulated by the Occupational Health and Safety Act, 85 of 1993 and its regulations
- ENQUIRIES APPLICATIONS** : MS B.R. Mbonambi Tel no. (039) 834 7500 – Ext. no 7537.
- ENQUIRIES APPLICATIONS** : Applications may be forwarded to: Assistant Director - HRM, Private bag x 542, Ixopo, 3276 OR Hand delivered to: Christ the King Hospital, Human Resource Office, No 1 Peterhauff Drive, Ixopo, 3276
- FOR ATTENTION NOTE** : Mrs. BR Mbonambi
- FOR ATTENTION NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification, will only be submitted by shortlisted candidates to HR on or before the day of the interview

date. The reference number must be indicated in the column provided on the form Z.83 e.g. CTK 23/2023. Persons with disabilities should feel free to apply for the post/s.N.B. Failure to comply with the above instructions will disqualify applicants. No e-mailed or faxed applications will be accepted. Appointments are subject to positive outcomes obtained from State Security Agency (SSA) to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC). Please note that due to financial constraints no S&T claims will be paid to candidates invited for the interview. The Employment Equity target for this post is African Male. 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** : 14 July 2023
- POST 22/489** : **DIAGNOSTIC RADIOGRAPHER REF GJGM45/2023 (X 1 POST)**
Component: Allied Health Component
- SALARY** : Grade 1: R359 622.per annum
Grade 2: R420 015.per annum
Grade 3: R491 676.per annum
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : **Grade 1:** No experience required after registration with HPCSA as a Diagnostic Radiographer. **Grade 2:** Experience – Minimum of Ten (10) years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who perform Community Service as required in South Africa. Minimum of Eleven (11) years' experience after registration with HPCSA in the relevant profession in respect of Foreign qualified employees of whom is not required to perform Community Service as required in South Africa **Grade 3:** Experience – Minimum of Twenty (20) years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who perform Community Service as required in South Africa. Minimum of Twenty One (21) years' experience after registration with HPCSA in the relevant profession in respect of Foreign qualified employees of whom is not required to perform Community Service as required in South Africa. Other Benefits: 13th Cheque, Medical Aid – optional, 12% inhospitable allowance, Home owner allowance, employee must meet prescribed requirements. Matric (Grade 12) or Senior Certificate. National Diploma / Degree in Diagnostic Radiography. Registration Certificate with the Health Professionals Council of SA (HPCSA). Current registration practice receipt (2023/2024) with HPCSA as a Diagnostic Radiographer (Independent Practice). Recommendations: Basic knowledge of computed tomography (CT) will be added advantage. Knowledge, Skills and Competencies: Sound knowledge of public service 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. Knowledge of relevant Health and Safety Acts.
- DUTIES** : Provide high quality Diagnostic Radiography Service observing safe radiation protection standards. Provide radiation protection to patients, staff and the public. Inspect and utilise equipment professionally to ensure that it complies with safety standards and ensure health and safety rules regulations are adhered to. Execute all clinical procedures competently to prevent complications. Provide and participate in Radiographic service during after-hours, weekends and public holidays. Participate in quality assurance and quality improvement programmes (QIP). Participate in continued skills development programs and in- service training. Assist clinicians on radiography related matters. Perform clerical duties when necessary. Participate in the implementation of NCS, Quality Assurance and Quality Framework. Participate in departmental policies and procedure development. Promote Batho-pele principles in the execution of duties for service delivery. Perform Employee Performance Management and Development (EPMDS) of junior staff. Supervision of junior radiography staff and radiography students.
- ENQUIRIES** : Mr MR Leso (Deputy Director: Radiography) Tel: (032) 4376132
- APPLICATIONS** : Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger,4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.
- CLOSING DATE** : 21 July 2023
- POST 22/490** : **SENIOR HUMAN RESOURCE PRACTITIONER REF. NO: HLH 11 /2023**
Re- advert Those that previously applied need not to re –apply
- SALARY** : R359 517.per annum plus: Medical aid (optional) 13th cheque, Housing Allowance (Employee must meet prescribed requirements)
- CENTRE** : Hlabisa Hospital
- REQUIEREMENTS** : National Senior Certificate (Grade 12) or equivalent. An appropriate Degree /Diploma in Human Resource Management / Public Management/ Administration and Health Services Management. 3-5 years' experience in Human Resource Development .Only shortlisted candidates will attach /submit proof resource Department. Valid driver's license, Computer Literacy and Persal certificates will be added advantage. Knowledge, Skills, Training And Competencies Required; knowledge and understanding of Human Resource Management with emphasis on Human Resource Planning and Development , In depth knowledge of all relevant legislations .prescripts , and white papers in Human Resource Management .Adequate communication (verbal and written) interpersonal and problem solving skills . Ability to plan and prioritize in the execution of daily tasks .Ability to maintain high level of confidentiality. Sound knowledge of legislation, policies and procedures. Knowledge o f Persal Computer literacy, Ms. Software applications.
- DUTIES** : Develop, implement and evaluate Human Resource Plan, Employment Equity Plan and workplace skills plan .Coordinate and monitor the implementation of the Human Resource Development strategies (HRD) and Projects in the hospital: Internship ,Bursaries ,Workplace Integrated Learning and Leadership Conduct training and manage training needs analysis. Manage the functioning of HRD and planning component in the institution in to ensure the provisions of high quality services. Develop and maintain database for grade progression .Facilitate the development, implementation, monitoring and reviewing of skills development and leadership programs. Manage and monitor the implementation of EPMDS for all staff in the institution. Coordinate & facilitate in the orientation and induction of employees .Coordinate and monitor the development employment equity plan and HR plan .Prepare and submitted monthly, quarterly and annual training reports. Facilitate the logistic of

		institution health education training and development committee Meetings (IHETDC) other meeting pertaining to the scope of work.
<u>ENQUIRIES</u>	:	Mrs. P.Z Mbatha Tel: 035 838 8626
<u>APPLICATIONS</u>	:	The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937, Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.
<u>NOTE</u>	:	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 , An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity , affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person hose appointments /transfer/promotion will promote representatively will receive preference.
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/491</u>	:	<u>SPEECH THERAPIST GRADE 1, 2&3 REF NO: LRH 49/2023 (1 POST)</u> Re-advertisement those who previously applied are encourage to re-apply) Componet: Rehab
<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 Other Benefits: 13 TH Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional)
<u>CENTRE</u>	:	Ladysmith Regional Hospital
<u>REQUIREMENTS</u>	:	National Senior Certificate / Grade 12. Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Speech Therapist. Current registration with the HPCSA as a Speech Therapist. Certificate of service or proof of working experience endorsed by Human Resource Department. Grade 01 : No experience required. Registration with the Health Professions Council of South Africa (HPCSA) as Speech Therapist. Grade 02 : A minimum of ten (10) years relevant experience after registration with the Health Professional Council (HPCSA) as a Speech Therapist. Grade 03 : A minimum of twenty (20) years relevant experience after registration with the Health Professional Council (HPCSA) as a Speech Therapist NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Knowledge, Skills, Training, And Competencies Sound knowledge and skill in speech therapy paediatric and general diagnostic and therapeutic procedures. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem-solving and apply analytical processes to patient care. Supervisory skill for junior staff and students.
<u>DUTIES</u>	:	Key Performance Areas: Provision of effective, comprehensive assessment, treatment and general speech therapy services to all patients. Sound knowledge of dysphagia assessment and management. Comprehensive caregiver training, patient education and related concerns. Perform outreach services as needed. Conduct group work/therapy and or block therapy as identified. Confidential and ethical multidisciplinary approach to treatment of patients. Conduct home and school visits and other community visits as needed. Administrative work related to patient care: report writing, statistics, meetings, case conferences, legal reports as needed e.g. disability grants, medicolegal work and insurance. Quality improvement initiatives: clinical guidelines, teaching and training, audits (core standards, infection control, ideal hospital, etc.). Effective communication with all stakeholders (patients, NGOs, caregivers, etc.).Ensure professional development in line with patient care profile. Support the supervisor in all projects and transformative efforts.
<u>ENQUIRIES</u>	:	Mr N.R.Fakeni (Assistant Director: Physiotherapist) Tel (036)6372111

APPLICATIONS : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370

FOR ATTENTION : Mr S.L.Dlozi

NOTE : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

CLOSING DATE : 14 July 2023

POST 22/492 : **HUMAN RESOURCE PRACTITIONER SR7 (LABOUR RELATIONS) REF NO: LRH 45/2023 (2 POSTS)**
(Re-advertisement those who previously applied are encourage to re-apply)
Componet: Labour Relations

SALARY : R294 321.per annum Other Benefits: 13TH Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional)

CENTRE : Ladysmith Regional Hospital

REQUIREMENTS : Senior Certificate (Grade 12). Degree / National Diploma in human Resource Management / Public Management/ Administration/ Labour Relations. 3-5 years' experience in Labour Relations component. Persal certificates. Current and previous work experience endorsed and stamped by HR Department. NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Recommendations: Valid driver's License. Computer literacy. Knowledge, Skills, Training, And Competencies: Knowledge of policies, regulations, acts practices and key Legislative prescripts related to Labour Relations. Sound knowledge of computerized personnel salary system (PERSAL). Conflict Resolution skills. Good communication, interpersonal written and verbal skills. Ensuring attention to detail in respect of tasks performed. To plan, prioritize and execute duties in order of importance. Be able to maintain a high level of confidentiality

DUTIES : Key Performance Areas: Deals with grievances, discipline and abscondment cases in terms of laid down policies and Procedures. Represent the employer at Conciliation and Arbitration proceedings. Manage the functioning of staff relations in order to ensure the provision of high quality services. Maintain and promote sound labour relations within the institution and ensure adherence to Labour Relations Act, Public service and other related prescripts. Prepares reports to Management on Staff relations matters. Render advisory services to management and staff on labour relations matters. Participate in the development of staff relations matters. Identify training gaps and ensures the implementation of in-service training programmes. Investigate and preside over enquiries. Provide Labour Relations statistics to Management, District and Head Office. Capture labour relations statistics on PERSAL. Assist in the development, implementation and monitoring of Labour relations policies

ENQUIRIES : Ms. T.M.Lamula (Assistant Director: HRM) Tel (036)6372111

APPLICATIONS : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370

FOR ATTENTION : Mr S.L.Dlozi

- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.
- CLOSING DATE** : 14 July 2023
- POST 22/493** : **ADMINISTRATIVE CLERK (SUPERVISOR) REF NO: LRH 48/2023 (1 POSTS)**
(Re-advertisement those who previously applied are encourage to re-apply)
Componet: Patient administration
- SALARY** : R294 321. per annum (Level 7) Other Benefits 13TH Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional)
- CENTRE** : Ladysmith Regional Hospital
- REQUIREMENTS** : Grade 12 or Equivalent. 3-5 Clerical/Administrative experience in Patient Records Administration. NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Knowledge, Skills, Training, And Competencies: Knowledge of legislative prescripts governing the Public Service e.g. Treasury Regulations, Archives Act, Labour Relations Act, Hospital Fees Manual, Practice Notes and any other related acts. Knowledge of Uniform Patient Fees Schedule and ICD 10 coding. Strong leadership qualities, good decision making, communication skills and problem solving skills. Excellent customer care and interpersonal and team building skills. Ability to work under pressure and meet deadlines. Computer literacy. Knowledge and ability to handle cash register machine. Must be driven, courteous and enthusiastic and demonstrate high level of efficiency. Must be able to promote, practice and maintain confidentiality. Must display high level of planning and organizational skills.
- DUTIES** : Key Performance Areas: Supervise the provision of a 24 hour Patient Administration service. Supervise the registration process of new patients, servicing repeat patients, admission and discharge of all in patients. Ensure effective, efficient and economical utilization of resources allocated to patient administration and including development of staff. Provide adequate mechanisms for safe and efficient maintenance of patients' medical records and other relevant records as per record management prescript. Supervise and maintain an efficient filing system. Develop and implement risk management tools to prevent the loss of revenue, resources and patient medical records. Develop, implement and monitor measures designed to optimize the collection of fees from patients and medical schemes and other statutory bodies. Develop, implement and monitor measures aimed at reducing waiting times in patient administration. Monitor and assess staff performance as per Key Performance Areas outlined on EPMDS and job description. Manage leave and absenteeism in accordance with Human Resource policies. Uphold Principles of Batho-Pele. Manage conflict and grievances in an efficient and unbiased manner. To ensure submission of correct, accurate and valid reports. Ensure proper management of MVA patient files. Supervise and assist in mortuary

related duties after hours, weekends and public holidays. Compilation and submission of monthly statistics. Receive investigate and resolve all complains promptly and efficiently and provide the necessary feedback to all the relevant role players. Ensure reassessment of patients is done correctly, accurately and timeously in order to increase revenue collection.

**ENQUIRIES
APPLICATIONS**

: Mr L.L.Makhaye (Assistant Director: Facilities Management) Tel (036)6372111
: All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370

**FOR ATTENTION
NOTE**

: Mr S.L.Dlozi
: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

CLOSING DATE

: 14 July 2023

POST 22/494

: **HUMAN RESOURCE PRACTITIONER (HRD AND PLANNING) REF NO: LRH 50/2023 (1 POST)**
(Re-advertisement those who previously applied are encourage to re-apply)
Componet: Human Resource Development

SALARY

: R294 321.per annum Other Benefits 13TH Cheque, Housing Allowance (employees must Meet the Prescribed requirements), (Medical Aid Optional)

CENTRE

: Ladysmith Regional Hospital

REQUIREMENTS

: Senior Certificate (Grade 12). Degree / National Diploma in Human Resource Management / Public Management /Administration / Training Management. 3 - 5 years' experience in Human Resource Development. Computer Literacy, MS Office Software application. Persal certificates NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Recommendation: Valid Code B driver's License (Code 8). Knowledge, Skills, Training And Competences Required_: Ability to maintain high level of confidentiality. Adequate communication (verbal and written), interpersonal and problem solving skills. Knowledge and understanding of Human Resource Management with emphasis on Human Resource Planning and Development. In - depth knowledge of all relevant legislation, prescripts and white papers in Human Resource Management.

DUTIES

: Key Performance Arreas: Develop, implement and evaluate Human Resource Plan, Employment equity plan and Workplace skills plan. Manage and Monitor the implementation of EPMDS for all staff and proper maintenance of EPMDS record. Co-ordinate and Monitor the implementation of Human Resource strategies and projects in the hospital internship, Bursaries, Workplace Integrated learning, Learner ship. Develop and maintain a database for Grade Progression. Develop and maintain a database for HRD training programs. Compile in-service training Plan for the entire hospital and monitor implementation. Co-ordinate and Facilitate training e.g. Induction training and update Records for all training. Prepare and submit monthly, quarterly and annual reports.

ENQUIRIES : Ms. P.H Mavundla (Assistant Director: HRM) Tel (036)6372111

APPLICATIONS : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag x 9928, Ladysmith, 3370

FOR ATTENTION : Mr S.L.Dlozi

NOTE : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. 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. (Applicants are not submitting copies/attachments/ proof/certificates/ID/Driver license/qualifications on application only when shortlisted.

CLOSING DATE : 14 July 2023

POST 22/495 : **HUMAN RESOURCE PRACTITIONER (HRD, EPMDS AND PLANNING REF. NO: HLH 11 /2023**
Re-advert Those that previously applied need not to re-apply

SALARY : R294 321.per annum plus: Medical aid (optional) 13th cheque, Housing Allowance (Employee must be meet prescribed requirements)

CENTRE : Hlabisa Hospital

REQUIEREMENTS : National Senior Certificate (Grade 12) or equivalent. An appropriate Degree /Diploma in Human Resource Management / Public Management and Human Sciences. 3-5 years' experience in Human Resource Development .Only shortlisted candidates will attach/submit proof. Valid driver's license, Computer Literacy and Persal certificates will be added advantage. Knowledge, Skills, Training And Competencies Required; knowledge an understanding of Human Resource Management with emphasis on Human Resource Planning and Development, In depth knowledge of all relevant legislations ,prescripts , and white papers in Human Resource Management .Adequate communication (verbal and written) interpersonal and problem solving skills . Ability to plan and prioritize in the execution of daily tasks. Ability to maintain high level of confidentiality. Sound knowledge of legislation, policies and procedures. Knowledge of Persal. Computer literacy, Ms. Software applications

DUTIES : Develop, implement and evaluate Human Resource Plan, Employment Equity Plan and workplace skills plan .Coordinate and monitor the implementation of the Human Resource Development strategies (HRD) and Projects in the hospital: Internship, Bursaries, Workplace Integrated Learning and Leanership.Conduct training an manage training needs analysis. Manage the functioning of HRD and planning component in the institution in to ensure the provisions of high quality services. Develop and maintain database for grade progression. Facilitate the development, implementation, monitoring and reviewing of skills development and leadership programs. Manage and monitor the implementation of EPMDS for all staff in the institution. Coordinate & facilitate in the orientation and induction of employees' .Coordinate and monitor the development employment equity plan and HR plan .Prepare and submitted monthly, quarterly and annual training reports. Facilitate the logistic of institution health education training and development committee Meetings (IHETDC) other meeting pertaining to the scope of work.

ENQUIRIES : Mrs. P.Z Mbatha Tel: 035 838 8626

- APPLICATIONS** : The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937, Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.
- 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, An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity , affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person whose appointments /transfer/promotion will promote representatively will receive preference.
- CLOSING DATE** : 14 July 2023
- POST 22/496** : **SUPPLY CHAIN CLERK SUPERVISOR (LOGISTICS) REF. NO: HLH 12/2023 (1 POST)**
Re-advert Those that previously applied need not to re –apply
- SALARY** : R294 321.per annum Plus: Medical aid (optional) 13th cheque, Housing Allowance (Employee must meet prescribed requirements)
- REQUIREMENTS** : National Senior certificates (Grade 12) or Equivalent.3-5 Clerical /Administration Experience in Supply Chain Management. A Valid Driver's License Knowledge, Skills, Training & Competencies Required: Possess technical knowledge of Supply Chain Management Practices. Possess knowledge of the Legislative and policy frame work informing the areas of operation. Be able to provide inputs in terms of policy analysis and system development. Possess high level of integrity and professionalism. Be computer literate with a proficiently in MS Office software application. Possess good conflict resolution skills. Ability to work under pressure and meet the required deadlines. Knowledge of PFMA
- DUTIES** : Responsible for ensuring the provision of logistics management services. Manage stores or warehouse where all stocks are kept .Verify all received goods for quality and quantity against ordering documents and make a follow up if the delivery conditions reflect on the order form are not complied with .Provide support to the clinics in terms of stock management. Ensure that all stocktaking is conducted on regular basis. Ensures the effective, efficient and economical management all allocated resources of the division as well staff development. Prepare and analyze monthly reports including RIDIV Template, relate to supply chain management. Manage evaluate and direct performance of supply chain management. Ensure compliance with Departmental SCM Policy Framework, Practice notes and Treasury Regulations. Internal auditing and risk management. Ensure that commitment register is maintained and follow-up made. Supervise, train and develop staff in line with EPMSD and segregation of duties in order to improve service delivery.
- ENQUIRIES** : MS N.B Masondo Tel: 035 838 8667
- APPLICATIONS** : The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937, Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.
- 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, An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .[This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in

the Department .The Kwa –Zulu Natal is an equal opportunity, affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person whose appointments /transfer/promotion will promote representatively will receive preference.

- CLOSING DATE** : 14 July 20 23
- POST 22/497** : **HUMAN RESOURCE PRACTITIONER: (HRD, EPMDS AND PLANNING), REF NO. ITSH21/2023, (POSTS 2)**
- SALARY** : R294 321 per annum plus: Medical aid (optional) 13th cheque, Housing Allowance (Employee must meet prescribed requirements).
- CENTRE** : Itshelejuba Hospital
- REQUIREMENTS** : National Senior certificate (Grade 12) or equivalent. Degree / National Diploma in Human Resource Management / Public Management/ Administration and Health Services Management. Recommendations: 3-5 years' experience in Human Resource Development Component. Valid driver's license Computer literacy, Introduction to Persal certificate, Skills Development Facilitator Course. Knowledge, Skills, Training & Competencies Required: Knowledge and understanding of Human Resource Management with emphasis on Human Resource Planning and Development. In depth knowledge of all relevant legislations, prescripts and white papers in Human Resource Management. Adequate communication (Verbal and Written) interpersonal and problem solving skills. Ability to maintain high level of confidentiality. Ability to plan and prioritize in the execution of daily tasks. Sound knowledge of legislation, policies and procedures. Knowledge of Persal. Computer literacy, Ms. Software applications.
- DUTIES** : Key Performance Areas: Develop, implement and evaluate Human Resource Plan. Employment Equity Plan and Workplace Skills Plan. Co-ordinate and monitor the implementation of the Human Development Strategies (HRD) and projects in the Hospital: Internship, Bursaries, Workplace integrated learning and learner ship. Conduct training and manage training needs analysis. Manage the functioning of HRD and planning component in the institution in order to ensure the provisions of high quality services. Develop and maintain Database for Grade progression and implement thereof. Facilitate the development, implementation, monitoring and reviewing of skills development and leadership programs. Manage and monitor the implementation of EPMDS for all staff in the institution. Coordinate and facilitate the orientation and induction of employees. Prepare and submit monthly, quarterly and annual training reports. Facilitate the logistics for institution Health Education, Training and Development Committee meetings (IHETDC) other meeting pertaining to the scope of work.
- ENQUIRIES** : All enquiries should be directed to Ms. TL Zuma ,contact details: 034-4134000
- APPLICATIONS** : All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to Human Resource Office or emailed to Slindokuhle.sithole@kznhealth.gov.za
- NOTE** : Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. 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. Documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

CLOSING DATE : 14 July 2023

POST 22/498 : **ADMINISTRATION CLERK GENERAL (TRANSPORT SUPERVISOR) REF NO: MBO 44/2023 (1 POST)**

SALARY : R294 321 – R343 815.per annum Other Benefits: 13 cheque, housing allowance (employee must meet prescribed requirement, medical aid (optional)

CENTRE : Mbongolwane Hospital

REQUIREMENTS : Senior Certificate / (Grade 12) or equivalent qualification. 3-5 year appropriate experience in Transport Administration. Previous and current work experience in transport section endorsed by your Human resources Recommendations: Valid Code 08/EB Driver's license. Computer literacy. National Diploma /Degree in Fleet Management or Transport Logistics Knowledge, Skills And Competencies: Applicable knowledge of public service policies, legislation and procedures including but not limited to Batho Pele, Labour Relations Act, Public Service Act, Public Service Regulations, Basic Conditions of Employment Act and Finance Management Act among other things. Strong leadership qualities, good decision making, communication skills and problem solving skills. Ability to work under pressure and meet deadlines. Excellent customer care and interpersonal team building skills. Must be driven, courteous enthusiastic and demonstrate a high level of efficiency. Good report writing and interpersonal skills. Have a high level of planning and organizational skills.

DUTIES : Key Performamance Areas: Allocate of state vehicles to the drivers for official use and Ensure that drivers and other official have valid driver's licence before issuing them with state vehicles. Ensure that trip inspection is performed; make sure that all vehicle are road worthy and ensure that all state vehicles are clean at all times. Monitor utilization of petrol cards and analyses the transactions report from the bank and ensure that petrol cards are available and valid. Compiled monthly report, update the invoices received, register on monthly basis and complete state vehicle log sheets. Manage performance and development of transport staff and comply with the legislative prescripts of the Department of Health. Ensure that vehicle service plan is available, all vehicle are booked on time for services and repairs without compromising the services delivery. Ensure that the institution have full and functional Accident Committee. Monitor the vehicle expenditure and ensure that all the repairs and services are cost effective. Ensure that all the addendums are presented at the Cash-Flow Committee meeting. Deputizing as the Systems Head in the absence of the Systems Manager

ENQUIRIES : Mr EB Nyele (Assistant Director: Facilities Management) Tel: 035 476 6242 /Ext 1014

APPLICATIONS : All applications should be forwarded to: The Human Resource Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or hand delivered to Mbongolwane Hospital

FOR ATTENTION : Human Resource Manager

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

CLOSING DATE : 14 July 2023

POST 22/499 : **FACILITY INFORMATION OFFICER REF NO: MBO 23/2023 (1 POST)**
Component: Monitoring & Evaluation

SALARY : R294 321 - R343 815. per annum Benefits: 13th Cheque, Home Owner Allowance And Medical Aid (Employee Must Meet Prescribed Conditions)

CENTRE : Mbongolwane District Hospital

REQUIREMENTS : Grade 12/Senior Certificate. Degree / National Diploma in information technology. At least 1 year appropriate experience in Routine Health Information Systems/ District Health Information System within the health facility. Current and previous experience endorsed and stamped by Human Resource Office Knowledge/ Skills/ Competencies: In depth knowledge in Information Health System and Data Management. Strong Communication and interpersonal skills. Sound organising, planning and problem solving skills. Ability to compile meaningful presentation and/ or graphic presentation of statistics and to compare strategic objectives with reported results. High level of accuracy. Technical knowledge in the Information Technology Environment. Ability to work under pressure and to meet tight deadlines.

DUTIES : Key Responsibilities/ Key Performance Areas: Co-ordinating the collection of quality data and the maintenance of the Institutional Health and Management Information Database. Analysing and interpreting data. Feeding back information through summary and comprehensive reports. Providing advice to ward managers and heads of departments with regards to information technology and systems related needs. Putting mechanisms in place to improve the quality of information received. Maintain and provide technical support to all routine Health Information Systems. Co-ordinate the collection of routine and non-routine data inclusive of surveys. Ensure data and information integrity to accurately represent the state of service delivery in the facility. Actively participate in the facility performance review activities. Actively participate in the monthly and quarterly report compilation process. Continuously verify and validate data to ensure quality and good decision-making. Supervising and training staff.

ENQUIRIES : MR. TM. Mpungose (Monitoring and Evaluation) Tel No: 035-47660242 or Ext 1013

APPLICATIONS : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to: Mbongolwane District Hospital

FOR ATTENTION : Human Resource Manager

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

CLOSING DATE : 14 July 2023

POST 22/500 : **FINANCE MANAGEMENT OFFICER REF NO: MS/20/2023**

SALARY : R269 214.per annumplus 13TH Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).

CENTRE : Mseleni District Hospital - (Kwa Zulu - Natal)

REQUIREMENT : Grade 12/ National Senior certificate. Appropriate Degree/Diploma in Financial Management / Recommendations: A valid driver's license. One to two years relevant experience in revenue collection. The following knowledge, skills,

training and competencies required: Possess knowledge of the Public Finance Management Act 1999, Treasury Regulations, Verbal and written communication. Computer literacy. Financial management. Knowledge of finance. Knowledge of filing systems. Honesty & Reliability. Knowledge of Batho Pele principles. Knowledge of EPMDS. Maintain high level of confidentiality

DUTIES : Monitor the collection of revenue from the patients. Maintain a user-friendly filing system of accounts. Responsible for all final revenue correspondence, write-offs, account payments categories. Maintain procedures regarding the use of safe and check receipt work. Maintain effective and efficient utilization of staff.

ENQUIRIES APPLICATIONS : Ms BNM Nkuna. Tel No: (035) 5741004.
Assistant Director: The Human Resources, Mseleni Hospital, P.O SIBHAYI 3967. Hand delivered applications may be submitted at Human Resources office Mseleni Hospital

NOTE : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (MS/13/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s) 14 July 2023

CLOSING DATE :

POST 22/501 :

LAUNDRY MANAGER REF NO: MBO 39/2023 (1 POST)

SALARY :

R241 485 - R281 559. per annum Other Benefits: 13 cheque, housing allowance (employee must meet prescribed requirement Medical aid (optional)

CENTRE :

Mbongolwane Hospital

REQUIREMENTS :

Grade 12 or Equivalent qualification. 3-5 year appropriate experience in Laundry Services within the hospital environment. Computer literacy
Recommendations: Valid Code 08/EB Driver's license. Certificate in Laundry Management will be added as an advantage
Knowledge, Skills and Competencies: Labour relations Act, skills development act, Public Service Act, Employment Equity Act, Public Finance Management Act, Laundry policies and procedure manuals, Batho Pele, Occupational Health and Safety Act, COIDA, Infection Prevention and Control, Strategic and Operational Planning, Stock Control Procedure. Risk management skills, Conflict management skills, Relationship Management, Financial Management, Ability to operate machinery equipment, Good Communication skills, Ability to interprets policies

DUTIES :

Key Performance Areas: Manage the laundry staff in the linen and laundry rooms. Maintain a health and safety working environment. Responsible for the maintenance and repair of laundry environment. Maintain adequate, appropriate trained staff with regards to laundry procedure, equipment operation procedures, repair or making of linen and clothing, cleanliness and infection control and safe use of equipment. Management of staff EPMDS, and ensure that discipline is maintained at all time at Laundry Section. Form part of OHS and IPC multidisciplinary Committees of the hospital. Conduct training and workshop. Ensure effective and efficient management of resource within the section. Ensure that equipment and machinery is appropriately operated, maintained and replaced and safety kept. Deputizing as the Systems Head in the absence of the Systems Manager.

- ENQUIRIES** : Mr EB Nyele (Assistant Director: Facilities Management) Tel: 035 476 6242/ Ext 1014
- APPLICATIONS** : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 Or hand delivered to Mbongolwane Hospital
- FOR ATTENTION** : Human Resource Manager
- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered 14 July 2023
- CLOSING DATE** : 14 July 2023
- POST 22/502** : **FOOD SERVICE MANAGER, REF NO: ITSH 22/2023 (1 POST)**
- SALARY** : R241 485.per annum, Other Benefits: 13th Cheque, Medical Aid (Optional), Homeowners Allowance (Employee Must Meet Prescribed Requirements)
- CENTRE** : Itshelejuba Hospital
- REQUIREMENTS** : Senior Certificate, Degree /National Diploma in of the following: Food Service Management, Food and Beverage Management or Catering Management, Recommendations: Three to Five years relevant experience in Food services in a Hospital setting. Knowledge, Skills, Training And Competencies Required :Good communication skills, Good interpersonal Relations, Computer Literacy, Analytical and accounting skills, Training and coaching skills, Decision making and problem solving skills, Leadership skills, Good understanding of human and financial resources
- DUTIES** : Key Performance Areas: Manage and control the food budget utilization, Compile and implement acceptable and nutritiously diets that will enhance optimal health status of patients are provided, Ensure the safe ,efficient, effective and economical utilization of resources allocated to the sub component including development of staff, Make inputs in the planning and upgrading of floor layout and equipment of the unit to achieve service efficiency.,To co- ordinate and manage Clinical Diet Requests from Clinical Units/Wards and ensuring that food service unit is in line with all the professional Guidelines including of Food Service National Guidelines, To supervise Staff and seeing to it that their performance is up to a required standard, To do safety checks and making sure that all the resources used are in good order, To look at issue of staff safety and provisioning of relevant protective clothing to all staff in the section.
- ENQUIRIES** : All enquiries should be directed to Ms. KM Hadebe, contact details: 034-4134000
- APPLICATIONS** : All applications must be addressed to Itshelejuba Hospital Private Bag x0047 Pongola 3170 or hand delivered to Human Resource Office or emailed to Slindokuhle.sithole@kznhealth.gov.za
- NOTE** : Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. 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. documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure

to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

- CLOSING DATE** : 14.July 2023
- POST 22/503** : **PRINCIPAL TELCOM OPERATOR (SYSTEMS) REF.NO: HLH09/2023**
Re-advert Those that previously applied need not to re-apply.
- SALARY** : R241 485 per annum plus: Medical aid (optional) 13th cheque, housing Allowance (Employee must meet prescribed requirements)
- CENTRE** : Hlabisa Hospital
- REQUIREMENTS** : National Senior certificate (grade 12) equivalent. At least 3 years Administration /Clerical experience Certificate of service from previous employer compulsory and signed by Human resource management Knowledge, Skills, Training and Competencies Required: Knowledge of legislative framework governing the public service, labour relations act, basic condition of employment act, occupational health and safety act. Batho Pele principles. Verbal and writing communication. Computer literacy e.g. MS. Office suite. Valid driver's license.
- DUTIES** : Ensure that telecommunication equipment is in good working order .Monitor private telephone usage and prepare printout for payment .Supervision of telecom operators .Deal with disciplinary and grievance matters including monitoring and managing absents and referrals .Monitor and evaluate staff performance in terms of employee performance Management Development system (EPMDS).Plan and organize day and night shift roster. Lease with service providers regarding telephone movement and installation of lines .Update the department's extension list regularly.
- ENQUIRIES** : Mr. N. Ndlela Tel: 035 838 8614
- APPLICATIONS** : The Human Resource Management, Private Bag X5001, Hlabisa Hospital, 3937,Hand delivery applications may be submitted at Human Resource Office Hlabisa Hospital 60 Saunders Street, Hlabisa 3937.
- 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, An updated Curriculum Vitae (CV) ;and Z83 ,Only shortlisted candidates will attach the documents. NB: It is the applicant's responsibility to have foreign Qualifications Authority (SAQA) Faxed or emailed applications will not be accepted .Contactable and verifiable Reference must be included in the CV.The reference number of the post must be included in the Z83 ,NB; failure to comply with the above instructions may be disqualify the applicants , please note those applicants will not be acknowledge ,However ,every Applicant will be advised of the Outcome of his or her application .in due course .(This Department is an equal opportunity ,Affirmative action employer ,whose aim is to promote representatively in allow occupational Categories in the Department .The Kwa –Zulu Natal is an equal opportunity, affirmative action employer It is intended to promote respectively through the filling of these posts. The candidates of the person hose appointments /transfer/promotion will promote representatively will receive preference.
- CLOSING DATE** : 14 July 2023
- POST 22/504** : **ASSISTANT POST BASIC GRADE 1 REF NO: MBO 40/2023 (1 POST)**
Component: Pharmaceutical Services
- SALARY** : Grade 1: R239 682 - R269 730.per annum
- CENTRE** : Mbongolwane Hospital
- REQUIREMENTS** : National Senior Certificate (Grade 12). Registration with South African Pharmacy Council as Pharmacist Assistant (Post Basic). Recommendations: Valid driver's license. Computer literacy Knowledge, Skills & Competency: The

		incumbent of this post will report to Pharmacy Manager and will be responsible to assist with provision of Pharmaceutical service in order to facilitate the effective provision of Pharmaceuticals to Mbongolwane district Hospital and associated Clinics. The ideal candidate must possess knowledge mathematical ability and computer literacy.
<u>DUTIES</u>	:	Key Performance Areas: Ensure proper stock rotation to minimise stock expiry. Take daily temperature of the room, and fridges. Compiling, dispensing and counselling of patients. Prepacking of medication for patient use. Order and label medication from bulk store. Order labels from bulk store, prepare documentation for prepacking. Clean tablet counters and spatulas. Manufacture or compound medication under the supervision of the pharmacist. Prepare manufacturing area. Promote Batho Pele principles. Review clinics and ward orders. Provision of medicine information to doctors and nurses. Catalogue amendment notification and implementation. Maintenance of good housekeeping. Ensure shelves are cleaned regularly. Organise cleaning of fridges regularly. Ensure health and safety rules and regulations are adhered to.
<u>ENQUIRIES</u>	:	Ms. HZ Nqini (Assistant Director: Pharmaceutical Services) Tel: 035 476 6242/ Ext 1036
<u>APPLICATIONS</u>	:	All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to: Mbongolwane Hospital
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager
	:	The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za . The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered
<u>CLOSING DATE</u>	:	14 July 2023
<u>POST 22/505</u>	:	<u>PHARMACIST ASSISTANT (POST BASIC) GRADE 1 REF NO: MBO 41/2023 (1Posts)</u> Component: Pharmaceutical Services
<u>SALARY CENTRE REQUIREMENTS</u>	:	Grade 1: R239 682 - R269730 per annumm
	:	Mbongolwane Hospital (Mathungela Clinic)
	:	National Senior Certificate (Grade 12). Registration with South African Pharmacy Council as a Pharmacist Assistant (Post Basic). Current registration with South African Pharmacy Council for 2023. Recommendations: Valid driver's license. Computer literacy Knowledge, Skills & Competency: The incumbent of this post will work at PHC Level under Direct Supervision of Operational Manager any Pharmaceutical issues will be reported to Pharmacy Manager in the Hospital. The person will be responsible to assist with provision of Pharmaceutical service in order to facilitate the effective provision of Pharmaceuticals to Mbongolwane District Hospital associated Clinics. The ideal candidate must possess knowledge mathematical ability and computer literacy.
<u>DUTIES</u>	:	Key Performance Areas: Monitor stock levels; implementation and maintenance of stock management system. Ensure proper stock rotation to minimise stock expiry. Take daily temperature of the room, and fridges. Maintain statistics and record keeping. Compiling, dispensing and counselling of patients. Prepacking of medication for patient use. Provide counselling to patients regarding correct use of medication. Promote Batho Pele

principles. Compilation and submission of monthly reports to Operational Manager and Pharmacy Manager timeously. Ensure that Good Pharmacy Practice is adhered to. Assist in the implementation and maintenance of Ideal Clinic. Provision of medicine information to nurses. Maintenance of good housekeeping. Ensure shelves are cleaned regularly. Organise cleaning of fridges regularly. Ensure health and safety rules and regulations are adhered to.

ENQUIRIES : Ms. HZ NQINI (Assistant Director: Pharmaceutical Services) Tel: 035 476 6242/ Ext 1036

APPLICATIONS : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to Mbongolwane District Hospital

FOR ATTENTION NOTE : Human Resource Manager

: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered 14 July 2023

CLOSING DATE :

POST 22/506 : **PHARMACIST ASSISTANT POST BASIC GRADE 1 REF NO: MBO 42/2023 (1 POST)**
Component: Pharmaceutical Services

SALARY CENTRE REQUIREMENTS : Grade 1: R239 682 - R269 730.per annum
: Mbongolwane Hospital (Ngudwini Clinic)
: National Senior Certificate (Grade 12). Registration with South African Pharmacy Council as a Pharmacist Assistant (Post Basic). Recommendations: Valid driver's license. Computer literacy. Knowledge, Skills & Competency: The incumbent of this post will work at PHC Level under Direct Supervision of Operational Manager any Pharmaceutical issues will be reported to Pharmacy Manager in the Hospital. The person will be responsible to assist with provision of Pharmaceutical service in order to facilitate the effective provision of Pharmaceuticals to Mbongolwane District Hospital associated Clinics. The ideal candidate must possess knowledge mathematical ability and computer literacy.

DUTIES : Key Performance Areas: Monitor stock levels; implementation and maintenance of stock management system. Ensure proper stock rotation to minimise stock expiry. Take daily temperature of the room, and fridges. Maintain statistics and record keeping. Compiling, dispensing and counselling of patients. Prepacking of medication for patient use. Provide counselling to patients regarding correct use of medication. Promote Batho Pele principles. Compilation and submission of monthly reports to Operational Manager and Pharmacy Manager timeously. Ensure that Good Pharmacy Practice is adhered to. Assist in the implementation and maintenance of Ideal Clinic. Provision of medicine information to nurses. Maintenance of good housekeeping. Ensure shelves are cleaned regularly. Organise cleaning of fridges regularly. Ensure health and safety rules and regulations are adhered to.

ENQUIRIES : Ms. HZ NQINI (Assistant Director: Pharmaceutical Services) Tel: 035 476 6242/ Ext 1036

APPLICATIONS : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to Mbongolwane District Hospital

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

CLOSING DATE : 14 July 2023

POST 22/507 : **ARTISAN ELECTRICIAN REF NO: MBO 43/2023 (1 POST)**

SALARY : Grade A: R220 533 – R244 737.per annum
Grade B: R258 753 - R285 396.per annum
Grade C: R299 361 - R368 070.per annum Other Benefits: 13 cheque, housing allowance (employee must meet prescribed requirements), requirements, medical aid (optional)

CENTRE REQUIREMENTS : Mbongolwane Hospital
: Senior Certificate / Grade 12 or Equivalent qualification, Trade test certificate in electricity as per terms of section 13(2) of the Manpower Training Act 1998, as amended. 0-2 year experience. Valid Code 08 Driver Licence. Computer literacy Recommendations: Good understanding of the hospital setup. Skill to repair refrigerator equipment including air conditioning unit. Knowledge, Skills And Competencies: Good understanding of the occupational health and safety act. Technical and practical skills and experience of the trade. Good knowledge of water reticulation system. General repair, maintenance and soldering copper pipes. Good verbal and written communication skills, problem solving, conflict resolution. Ability to read drawing and drawing technical plumbing specification
Key Performance Areas: Produce designs according to client specification and within limits of production capability. Produce objects with material and equipment according to job specification and recognized standards. Quality assurance of produced objects. Inspect equipment and/or facilities for technical faults. Repair equipment and facilities according to standards. Test repaired equipment and/or facilities against. Service equipment and/or facilities according to schedule. Quality assure serviced and maintained equipment and/or facilities. Compile and submit reports. Provide inputs on the compilation of technical reports. Keep and maintain job record. Continuous individual development to keep up with new technologies and procedures. Form part of multidisciplinary team doing rounds in the hospital and clinics; and take necessary step to fix all identified shortfalls. Compile and submit report, provide inputs on the compilation of technical reports. Deputize as the section head in the absence of Chief Artisan

DUTIES :

ENQUIRIES : Mr EB Nyele (Assistant Director: Facilities Management) Tel: 035 476 6242/Ext 1014

APPLICATIONS : All applications should be forwarded to: The Human Resources Manager, Mbongolwane Hospital, Private Bag X 126, Kwa-Pett, 3820 or Hand delivered to: Mbongolwane District Hospital

FOR ATTENTION NOTE : Human Resource Manager
: he contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if

they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. The Circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, E-mailed or late applications will be accepted and considered 14 July 2023

CLOSING DATE

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POST 22/508

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ARTISAN FOREMAN: ELECTRICIAN REF GJGM47/2023 (X 1 POST)
Component: Systems Management Services

SALARY

:

R193 512 per annum Other Benefits: 13TH Cheque, Medical Aid (Optional) Housing Allowance (Employee must meet the prescribed requirements)

CENTRE

:

General Justice Gizenga Mpanza Regional Hospital.

REQUIREMENTS

:

Grade 10. Appropriate Trade Test Certificate in Mechanical in terms of section 13(2) (h) of the Manpower Act of 1981 as amended. Artisan Grade A: At least 0-2 years appropriate /recognisable experience in an rea after obtaining the relevant trade certificate. Artisan Grade B: At least 14 years appropriate / recognizable experience in an area after obtaining the relevant trade certificate. Valid driver's license. Certificate of service from the Human Resource department. Knowledge, skills and competencies: Technical analysis knowledge. Computer-aided technical applications. Knowledge of legal compliance. Technical report writing. Production, process knowledge and skills. Problem solving and analysis. Decision making. Analytical skills. Customer focus and Responsiveness. Communication. Computer skills. Planning and organizing.

DUTIES

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Perform operational and maintenance functions within the institution and designated clinics. Assume overall responsibility for ensuring that unplanned maintenance and repairs is carried out timeously. Compile reports and motivations for new work, personnel, services etc. and for the improvement of existing service. Undertake technical and other such investigations as required by the Artisan Foreman / Maintenance Manager. Assume overall control and responsibility for the supervision and guidance of all subordinates in the Electrical Division. Be responsible to ensure cleaning of workplace/workshop is carried out properly. Exercise control of Tradesman Aid and Handyman. Exercise control over equipment/tools and keep them in good working. Keep up to date and current equipment register. Be responsible for materials issued and completing of jobs. Always adhere to safe working practice (in according to the O.H & S Act 85/1993). Attend safety and practical orientated training courses and lectures. To perform standby duties and after hours calls outs, these duties at times can include the duties associated with other trades such as the fitter, plumber and carpenter. Working overtime with remuneration when considered and with the approval of the Maintenance Supervisor. Be prepared to visit primary health care clinic to perform maintenance duties when required.

ENQUIRIES

:

Mr SS Goba (Deputy Director: Facilities) Tel: (032)4376156

APPLICATIONS

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Applications should be directed to: - Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450

NOTE

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Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or

before the day of the interview following communication from Human Resources. Faxed or e-mailed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

CLOSING DATE

: 21 July 2023