

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

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

*Invited candidates will attend interviews at their own cost.*

- APPLICATIONS** : All applications must be addressed to the Acting Head of Department and should preferably be hand-delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245.
- CLOSING DATE** : 21 July 2023
- NOTE** : Applications for the above post must be submitted on the most recent Z83 application form obtainable from any Public Service Department or [www.dpsa.gov.za](http://www.dpsa.gov.za) All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Short listed candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (Identity documents, drivers licence etc.) on or before the day of the interview. Applications must be submitted on or before the closing date. NB: Late, faxed or emailed applications will not be accepted. All applications must quote the correct reference number. It may be required of the successful candidate to undergo a security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) and only shortlisted candidates will be requested to submit proof of such evaluation. Applications will not be acknowledged due to the large volume of applications received. Candidates who failed to comply with the above instructions will be disqualified.

**OTHER POST**

- POST 23/347** : **CHIEF ENGINEER GRADE A REF NO: SSC33/2023 (X2 POSTS)**
- SALARY** : R1 146 540 per annum, (all-inclusive salary OSD package)
- CENTRE** : Cedara – Head Office
- REQUIREMENTS** : A Bachelor of Engineering or a BSc Engineering Degree (Agricultural Engineering or Civil Engineering) and a valid driver's license. Compulsory registration with ECSA as a Professional Engineer. Experience: 6 years' relevant post qualification experience as a registered professional engineer (Agricultural Engineering or Civil Engineering). Knowledge: Sound knowledge of site investigation, survey, construction supervision, PFMA, OHS Act, relevant legislation standards, SABS standards, knowledge of Water Resource Infrastructure and Management, Water Act and Soil Conservation Act. Skills: Problem solving skills, planning and design, supervision and self-management, good communication (written and verbal), must be client focused and responsive, computer literacy (MS Office, CAD, GPS survey), people management and empowerment, budgeting and monitoring and evaluation, good organising, ability to work independently, under pressure and outside normal hours, good interpersonal relations, accuracy and attention to detail.
- DUTIES** : Provide leadership and support by applying engineering principles and techniques to address engineering challenges through research and development by following an approved CPD program for continued professional registration purposes. To perform and manage all aspects of varied innovative and complex engineering activities that results in progress in technology and agricultural engineering applications. Manage the Professional Engineering Services Unit to provide high-level technical expertise and support to line function staff. To render implementation of projects, attend to enquiries and provide technical engineering advice and services to farmers.
- ENQUIRIES** : Ms SE Ndlela Tel No: (033) 343 8024

## DEPARTMENT OF HEALTH

*The Department of Health is registered with the Department of Labour as a designated Employer and the filling of the following posts will be in line with the Employment Equity Act, representivity in all occupational categories”*

**ERRATUM: GJG MPANZA REGIONAL HOSPITAL:** Kindly note that the following posts that were advertised in Public Service Vacancy Circular 21 dated 23 June 2023: Medical Specialist – Ent with Ref No: GJGM44/2023 (X1 Post), Professional Nurse Speciality – Obstetrics & Gynaecology with Ref No: GJGM43/2023 (X1 Post), Assistant Director: Facilities Management with Ref No: GJGM20/2023 (X1 Post). The closing date has been extended to 21 July 2023 and Finance Management Officer with Ref No: GJGM20/2023 is hereby withdrawn. **MBONGOLWANE DISTRICT HOSPITAL:** Kindly note that the following post was advertised in Public Service Vacancy Circular No. 22 dated 30 June 2023. Pharmacist Assistant (Post Basic) Garde 1: Ngudwini clinic: Pharmacist Assistant (Post Basic) Garde 1: Mathungela clinic, Pharmacist Assistant (Post Basic) Garde 1 with the closing date of **2023.07.14:** We would like to withdraw the above mentioned post, the post will be filled through absorption from Covid 19 contracts as per HRM Circular 29/2022

### OTHER POSTS

<b><u>POST 23/348</u></b>	:	<b><u>HEAD CLINICAL UNIT- OBSTETRICS AND GYNAECOLOGY REF NO: RKK HCU 01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R1 887 363 per annum, (all-inclusive salary package consists of 70% basic salary and 30% flexible portion that can be structured in terms applicable rules) (commuted overtime is compulsory).
<b><u>CENTRE REQUIREMENTS</u></b>	:	R. K Khan Hospital – Obstetrics and Gynaecology Grade 12 or Matric Certificate. Appropriate Tertiary qualification in the Health Science Degree in MBChB or equivalent qualification. Registration certificate with the HPCSA as Specialist in Obstetrics and Gynaecology. Current registration with the HPCSA as a Specialist in Obstetrics and Gynaecology. Five (5) years' experience as a Specialist in Obstetrics and Gynaecology after registration with HPCSA as a Medical Specialist. Certificates of Service from previous employers and current employer which must be endorsed by Human Resource Management is compulsory. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Possess sound knowledge of Human Resource Management, budgeting, programme, planning, implementation and evaluation, information management and quality assurance programmes. Knowledge of current Health and Public Service legislation, regulations and policies including medical ethics, epidemiology and statistics. Good communication skills, leadership, decision making and clinical skills. Sound knowledge of clinical procedures and protocols. Assessment and management of critical ill patients. Have the ability to evaluate new technologies and decide on the cost effective implementation thereof. Ability and experience in teaching, research and administration. Willingness to provide after hour specialist services. Sound knowledge in Obstetrics and Gynaecology and outreach programmes.
<b><u>DUTIES</u></b>	:	Effective overall management of the service, their organization and monitoring of identified needs and to formulate and implement staffing and health care programmes. Provide academic teaching and clinical training to the students and trainees in Medical, Nursing and allied Professions. Provide in reach and outreach services to referring disciplines and institutions. Promote and provide community oriented services. Participate in development of guidelines, protocols and referral pathways for the management of MHCH's. Ensure the effective, efficient and economical use of allocated Resources Inclusive of Human resource. Stimulate, participate and supervise research. Co-ordinate specialist's services for the discipline. Participate in postgraduate and other relevant academic and training program. To conduct quality improvement and clinical programmes.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr. B. Madlala Tel No: (031) 459 6410 Human Resource Department, R K Khan Hospital Private Bag X004, Chatsworth, 4030 or Hand delivered to R K Khan Hospital Human Resource Department Ground floor Recruitment Officer Room no. 35
<b><u>FOR ATTENTION</u></b>	:	Human Resource Manager

**NOTE** : Applications should be submitted with New Z83form that can be obtained from any Public Service. Department Human Resource Department OR from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) please attached Comprehensive CV with detailed experience. Such copies need not need to be certified (certified documents will be limited to shortlisted candidates). Current registration with HPCSA 2022. Updated Curriculum Vitae. Certificate of service endorsed by Human Resource. The reference number must be indicated in the column provided on form Z83 e.g. HR 01/2021. Faxed documents will not be accepted. NB: Failure to comply with the above instructions will result in disqualification. Please note that if you are not contacted within 3 months of the closing date, your application is unsuccessful. Appointments are subjected to positive outcome obtained from State Security Agency (SSA) to the following checks (Security clearance, criminal clearance, credit records, citizenship, verification of Qualification by SAQA and verification from (CIPC) Company Intellectual Property Commission. Due to financial constraints, No S & T or relocation costs will be paid for attending interviews. Due to financial constraints, No S&T claims or relocation cost to be paid to the candidates attending the interview.

**CLOSING DATE** : 21 July 2023 16:00 afternoon

**POST 23/349** : **HEAD CLINICAL UNIT- RADIOLOGY REF NO: RKK HCU 02/2023 (X1 POST)**

**SALARY** : R1 887 363 per annum, (All-inclusive salary package consists of 70% basic salary and 30% flexible portion that can be structured in terms applicable rules) (commuted overtime is compulsory).

**CENTRE REQUIREMENTS** : R. K Khan Hospital – Radiology (X-Ray)  
: Grade 12 or Matric Certificate. Appropriate Tertiary qualification in the Health Science Degree in MBChB or equivalent qualification. Registration certificate with the HPCSA as Specialist in Radiology. Current registration with the HPCSA as a Specialist in the category of Radiology. Five (5) years' experience as a Specialist in Radiology after registration with HPCSA as a Medical Specialist in the category of Radiology. Certificates of Service from previous employers and current employer which must be endorsed by Human Resource Management. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Sound knowledge and experience of all radiology modalities, protocols and procedures. Must be able to perform radiology guided (ultrasound, CT, etc.) interventional procedures. Sound experience and competency in MRI and Breast imaging will be of advantage. Ability to teach and supervise medical officers and registrars. Good verbal and written communication skills. Good interpersonal skills and ability to function in multidisciplinary teams. Professionalism and concern for excellence.

**DUTIES** : Effective overall management of the service, their organization and monitoring of identify needs and to formulate and implement staffing and health care programmes. Provide academic teaching and clinical training to the students and trainees in Medical, Nursing and allied Professions. Provide in reach and outreach to referring disciplines and institutions. Promote and provide community oriented services. Participate in development of guidelines, protocols and referral pathways for the management of MHCH's. Ensure the effective, efficient and economical use of allocated Resources Inclusive of Human resource. Stimulate, participate and supervise research. Co-ordinate specialist's services for the discipline. Participate in postgraduate and other relevant academic and training program. To conduct quality improvement and clinical programmes. Planning and implementation of Specialist Radiological services. Work with Medical Service Team in improving service and attaining institutional goals and objectives.

**ENQUIRIES APPLICATIONS** : Dr. B. Madlala Tel No: (031) 459 6410  
: Human Resource Department, R K Khan Hospital Private Bag X004, Chatsworth, 4030 or Hand delivered to R K Khan Hospital Human Resource Department Ground Floor Recruitment Officer Room no. 35

**FOR ATTENTION NOTE** : Human Resource Manager  
: Applications should be submitted with New Z83form that can be obtained from any Public Service. Department Human Resource Department OR from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) please attached Comprehensive CV with detailed experience. Such copies need not need to be certified (certified documents will be limited to shortlisted candidates). Current registration with HPCSA 2022. Updated Curriculum Vitae. Certificate of service endorsed by

Human Resource. The reference number must be indicated in the column provided on form Z83 e.g. HR 01/2021. Faxed documents will not be accepted. **NB:** Failure to comply with the above instructions will result in disqualification. Please note that if you are not contacted within 3 months of the closing date, your application is unsuccessful. Appointments are subjected to positive outcome obtained from State Security Agency (SSA) to the following checks (Security clearance, criminal clearance, credit records, citizenship, verification of Qualification by SAQA and verification from (CIPC) Company Intellectual Property Commission. Due to financial constraints no S & T or relocation costs will be paid for attending interviews. Due to financial constraints, No S&T claims or relocation cost to be paid to the candidates attending the interview.

**CLOSING DATE**

:

21 July 2023 16:00 afternoon

**POST 23/350**

:

**HEAD CLINICAL UNIT GRADE 1 REF NO: NGWE 86/2023**

Department: Surgery

**SALARY**

:

Grade 1: R1 887 363 – R2 001 927 per annum, all-inclusive salary packages. Other Benefits: (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted overtime which is determined by service delivery needs of the department.

**CENTRE**

:

Ngwelezana Tertiary Hospital

**REQUIREMENTS**

:

Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Surgery. Appropriate tertiary qualification in the Health Science (MBCbB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Surgery. A minimum of 3 years appropriate experience as a Medical Specialist in Surgery after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Valid driver's license. Knowledge in breast and endocrine surgery (interest). Knowledge, Skills, Attributes and Abilities: Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management. Assessment, diagnose and management of patients within the field of expertise. Managerial and financial management skills. Computer skills. Driving skills. Problem solving skills. Concern of excellence. Courtesy and interpersonal relation skills. Stress tolerance and innovation skills. Awareness of cross-cultural differences.

**DUTIES**

:

Participate in the development of tertiary services in the entire Region. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Render specialist services to out-patient and in-patient and provide expert opinion where required and participate in provisioning of a 24 hour service. Strengthen clinical governance. Manage the performance of allocated human resources. Develop and coordinate the on-going delivery of under and post graduate teaching in specialized fields. Ensure that the environment complies with Health and Safety Act, staff adheres to the safety precautions and that staff is maintained to attain optimal productivity. Formulate and manage protocols in accordance with departmental policies that will have a positive impact on staff and ensure that staff is aware of it. Provide measures and guidance on quality assurance to comply with set quality standards. Comply with National Core Standards.

**ENQUIRIES**

:

Dr. RS Moeketsi Tel No: (035) 901 7000

**APPLICATIONS**

:

Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.

**FOR ATTENTION**

:

Mr MP Zungu

**NOTE**

:

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

**CLOSING DATE**

:

21 July 2023

**POST 23/351**

:

**MEDICAL SPECIALIST GRADE 1,2 &3 REF NO: NGWE 87/2023**

Department: Dermatology

**SALARY**

:

Grade 1: R1 214 805 – R1 288 095 per annum, all-inclusive salary packages  
 Grade 2: R1 386 069 – R1 469 883 per annum, all-inclusive salary packages  
 Grade 2: R1 605 330 – R2 001 927 per annum, all-inclusive salary packages  
 Other Benefits: (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted overtime which is determined by service delivery needs of the department.

**CENTRE**

:

Ngwelezana Tertiary Hospital

**REQUIREMENTS**

:

Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Dermatology. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Dermatology.  
**Grade 1:** No experience required. **Grade 2:** A minimum of five (05) years relevant experience after registration with Health Profession Council of South Africa (HPCSA) as a Medical Specialist in Dermatology. **Grade 3:** A minimum of ten (10) years relevant experience after registration with the Health Profession Council of South Africa (HPCSA) as a Medical Specialist in Dermatology. Knowledge, Skills, Attributes and Abilities Sound clinical concept within the specific domain. Ability to work in multidisciplinary team. Teaching and supervisory skills. Assessment, diagnose and management of patients within the field of expertise. Good verbal and written communication skills and interpersonal skills. Knowledge of all Public Service Legislation, Policies and Procedures. Conflict management skills. Innovation, drive and stress tolerance. Concern of excellence.

**DUTIES**

:

Provide specialist care to patients requiring services within your specific domain. Provide specialist care in the outpatient clinics. Provide after-hours coverage in Dermatology unit and ensure continuous clinical support to junior staff. Undertake training of undergraduate and post graduate medical students and also support relevant clinical research, clinical trials. Conduct specialist regular ward rounds and administer expert interventions that will expedite the management of patient care. Provide outreach to surrounding District Hospitals that refers patients to Ngwelezana Hospital. Active participation in quality improvement programs including clinical audits and continuous professional development activities in Ngwelezana Hospital and Region 4. Assist with the setting of protocols for management of patients, equipment and other relevant procedures. Ensure equipment is maintained and functional at all times. Attend to administrative matters as pertains to unit. Manage / supervise allocated human resources. Comply with all legal prescripts i.e. Acts, Legislative, Policies, Circulars, Procedures, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards.

**ENQUIRIES** : Dr. Mazbuko Tel No: (035) 901 7000

**APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.

**FOR ATTENTION** : Mr MP Zungu

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

**CLOSING DATE** : 21 July 2023

**POST 23/352** : **MEDICAL SPECIALIST GRADE 1,2 &3 REF NO: NGWE 88/2023**  
Department: Urology

**SALARY** : Grade 1: R1 214 805 – R1 288 095 per annum, all-inclusive salary packages  
Grade 2: R1 386 069 – R1 469 883 per annum, all-inclusive salary packages  
Grade 2: R1 605 330 – R2 001 927 per annum, all-inclusive salary packages  
Other Benefits: (this inclusive package consist of 70% basics and 30% flexible portion that can be structured in terms of applicable rules) Plus 18% Inhospitable Allowance Plus Commuted overtime which is determined by service delivery needs of the department.

**CENTRE** : Ngwelezana Tertiary Hospital

**REQUIREMENTS** : Senior Certificate / Grade 12. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Urology. Appropriate tertiary qualification in the Health Science (MBChB). Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Urology. **Grade 1:** No experience required. **Grade 2:** A minimum of five (05) years relevant experience after registration with Health Profession Council of South Africa (HPCSA) as a Medical Specialist in Urology. **Grade 3:** A minimum of ten (10) years relevant experience after registration with the Health Profession Council of South Africa (HPCSA) as a Medical Specialist in Urology. Knowledge, Skills, Attributes and Abilities: Sound clinical concept within the specific domain. Ability to work in multidisciplinary team. Teaching and supervisory skills. Assessment, diagnose and management of patients within the field of expertise. Good verbal and written communication skills and interpersonal skills. Knowledge of all Public Service Legislation, Policies and Procedures. Conflict management skills. Innovation, drive and stress tolerance. Concern of excellence.

- DUTIES** : Provide specialist care to patients requiring services within your specific domain. Provide specialist care in the outpatient clinics. Provide after-hours coverage in Urology unit and ensure continuous clinical support to junior staff. Undertake training of undergraduate and post graduate medical students and also support relevant clinical research, clinical trials. Conduct specialist regular ward rounds and administer expert interventions that will expedite the management of patient care. Provide outreach to surrounding District Hospitals that refers patients to Ngwelezana Hospital. Active participation in quality improvement programs including clinical audits and continuous professional development activities in Ngwelezana Hospital and Region 4. Assist with the setting of protocols for management of patients, equipment and other relevant procedures. Ensure equipment is maintained and functional at all times. Attend to administrative matters as pertains to unit. Manage / supervise allocated human resources. Comply with all legal prescripts i.e. Acts, Legislative, Policies, Circulars, Procedures, Guidelines and code of conduct for public service. Adhere to correct channels of communication as per the hospital organogram. Maintain clinical, professional and ethical standards.
- ENQUIRIES** : Dr. C Zietsman Tel No: (035) 901 7000
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni, 3880 or Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
- FOR ATTENTION** : Mr MP Zungu
- NOTE** : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. 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](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.
- CLOSING DATE** : 21 July 2023
- POST 23/353** : **MEDICAL SPECIALIST REF NO: MEDSPEC-PAEDSNEUROLOGY/1/2023**  
Department: Paediatric Medical (Paediatric Neurology)
- SALARY** : Grade 1: R1 214 805 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 2: R1 386 069 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 3: R1 605 330 per annum all-inclusive salary package, (excluding commuted overtime).
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : MBChB; FCPaed (SA) Plus Current registration with the Health Professions Council of South Africa as a Specialist Paediatrician. Registration in the sub-

specialty of Paediatric Neurology or Developmental Paediatrics will be an advantage. Experience: **Grade 1:** No Experience required. **Grade 2:** 5 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Paediatrics). **Grade 3:** 10 Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Paediatrics). Knowledge, Skills, Training and Competencies required: Broad knowledge of working in general Paediatrics, Paediatric neurology, neurodevelopment and Ethics. Good communication and supervisory skills. Appropriate specialist assessment, diagnosis and management of patients. Familiarity with procedures and management protocols within the subspecialty of Paediatric neurology and child neurodevelopment. Working with multi-disciplinary teams. Supervision and teaching of Undergraduates and post-graduates. Behavioral attributes: Stress tolerance. Ability to work within a team. Self-confidence. Capacity to build and maintain relationships.

**DUTIES** : The core function of this post is the provision of paediatric neurology and child development clinical services. This includes the outpatient consultation and management of inpatient services at IALCH for the subspecialty. Provide consultative and written expert opinion in medico-legal matters for referred patients. Participate in academic and administrative duties. Training of registrars, undergraduate and postgraduate students. The incumbent has to maintain satisfactory clinical, professional and ethical standards related to all services provided. Duties also include participating in the Outreach Programme and conducting appropriate research activities. The incumbent is expected to perform after hour's calls and relief duties.

**ENQUIRIES** : Prof PM Jeena and Dr L Mubaiwa Tel No: (031) 240 2046 and 031 240 1472  
**APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

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

**CLOSING DATE** : 21 July 2023

**POST 23/354** : **MEDICAL SPECIALIST REF NO: MED SPEC-RENAL/2/2023**  
 Department: Nephrology

**SALARY** : Grade 1: R1 214 805 per annum, all-inclusive salary package, (excluding commuted overtime).  
 Grade 2: R1 386 069 per annum, all-inclusive salary package, (excluding commuted overtime)  
 Grade 3: R1 605 330 per annum, all-inclusive salary package, (excluding commuted overtime).

**CENTRE** : IALCH and Durban functional region



- REQUIREMENTS** : MBChB or equivalent, FCP (SA). Current Registration with HPCSA as a Specialist Physician Experience: Specialist **Grade 1**: No experience required. **Grade 2**: Five (5) years post registration experience as a Specialist Physician-Nephrologist. Specialist **Grade 3**: Ten (10) years post registration experience as a Specialist Physician-Nephrologist. Knowledge, Skills, Training and Competency Required: Drivers Licence and own transport. Ability to teach and supervise registrars, medical officers, ancillary and nursing staff. Management Skills: Good administrative, decision making and communication skills. Knowledge and experience in clinical research. In-depth knowledge of medical ethics and its application.
- DUTIES** : Function as a specialist physician with an interest in nephrology. Management of general nephrology, chronic peritoneal dialysis and transplant outpatient clinics. Performance of kidney biopsies, vascular haemodialysis access and percutaneous Tenckhoff catheter insertions. Manage acute and chronic haemodialysis at IALCH, Saint Aidans and Addington hospital. Supervise and manage medical and allied staff at IALCH. Performance of administrative duties at IALCH. Actively participate in the academic and research programme of the Department of Nephrology. Perform clinical audits and be involved in the operational planning of the Department of Nephrology. Participate in the academic programme at the Nelson R Mandela School of Medicine, including student teaching, undergraduate and postgraduate exams. The successful candidates are required to participate in after-hours overtime work.
- ENQUIRIES** : Prof A Assounga Tel No: (031) 2401324/0312401325
- APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 21 July 2023
- POST 23/355** : **MEDICAL OFFICER REF NO: MO CLINHAEM/01/2023 (X1 POST)**  
Department: Clinical Haematology
- SALARY** : Grade 1: R906 540 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 2: R1 034 373 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 3: R1 197 150 per annum, all-inclusive salary package, (excluding commuted overtime).
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : MBChB Degree plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner. Completion of Community Service or one year as a Medical Officer in the case of Foreign Nationals. Experience - **Grade 1**: No experience required. The appointment to grade 1 requires 1year

relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Five year (5 years) appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa Knowledge, Skills, Training and Competency Required: Knowledge and skills in clinical medicine. Experience in working in an internal medicine unit will be considered in the candidates favour. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication negotiating, and planning, organizing and interpersonal skills. Ability to work under busy and stressful conditions.

**DUTIES** : Provision of Clinical Haematology services based at IALCH. Management of patients in the Haematology ward including Stem Cell Transplant Unit, Clinics and management of Haematology patients in outlying wards. Provision of afterhours (nights, weekends, and public holidays) call for the department at IALCH including weekend ward rounds. Management of neutropaenic patients and chemotherapy administration. Manage designated areas of responsibility in the Clinical Haematology. Active involvement in the administration of the General Haematology and Haematology Oncology Clinics and Wards to optimize patient care. Assist in the implementation of guidelines, protocols and clinical audits. To attend and participate in the departments's academic programme. Participate in overtime roster.

**ENQUIRIES** : Dr S Parasnath Tel No: (031) 240 1904  
**APPLICATIONS** : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

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

**CLOSING DATE** : 21 July 2023

**POST 23/356** : **MEDICAL OFFICER: INTERNAL MEDICINE: GRADE 1 REF NO: HRM 41/2023 (X1 POST)**

**SALARY** : R906 540 - R975 738 per annum, all-inclusive package, Plus overtime

<b><u>CENTRE REQUIREMENTS</u></b>	:	King Edward VIII Hospital complex
	:	MBCHB or equivalent Plus Registration certificate with HPCSA as an Independent Medical Practitioner Plus Current registration with HPCSA (2023) Plus Recommendations: Computer Literacy, A minimum of 1 year post registration clinical experience in Internal Medicine will be an added advantage, Advanced Cardiovascular Life Support (ACLS) certification Knowledge, Skills, Training And Competencies Required: Good decision making, problem solving, leadership and mentoring skills, Sound medical ethics skills, Good communication skills, Service delivery orientated, Quality improvement and tertiary services augmentation preparedness.
<b><u>DUTIES</u></b>	:	Daily ward rounds at renal unit at St. Aidans Hospital, Daily work in Acute Medical Unit (AMU), To efficiently execute duties which support the aims and objectives of Department of Medicine in providing care for in patients and outpatients in the Department of Internal Medicine, To supervise the training of interns, and undergraduate medical students in Medicine, To participate in and contribute to the research and outreach activities of the Department of Internal Medicine, Attain competency in recognizing and managing common medical disorders, To be able to work in a medical team and a multi-disciplinary team including nursing staff and allied disciplines, Manage inpatients and outpatients, follow-up-clinic including MOPD, Medical Emergency Unit and Antiretroviral clinic, Discharge of patients with appropriate arrangements made for follow-up and step down care, Function independently to manage medical emergencies, Competency in performing invasive procedures, Palliative care and counseling of patients and family members, Interdisciplinary consultation and multidisciplinary team management, Knowledge of rational drug treatment, Participate in quality improvement programs, clinical audits, peer review meetings and policy development, Mortality meetings and statistical collection, Attendance, participation and presentation in academic program of the department, Co-ordinate and supervise student examinations.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr. P.J. Manickchund Tel No: (031) 360 3854
	:	All applications can either be submitted via email to <a href="mailto:twiggy.garib@kznhealth.gov.za">twiggy.garib@kznhealth.gov.za</a> or hand delivered at King Edward VIII Hospital complex and placed in the red application box situated next to the ATM in the Admin building.
<b><u>NOTE</u></b>	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> , and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary plus proof of previous and current experience (certificate of service) and stamped by HR, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref KE 28/2023. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)
<b><u>CLOSING DATE</u></b>	:	21 July 2023
<b><u>POST 23/357</u></b>	:	<b><u>MEDICAL OFFICER REF NO: MO CARDIOT SURG/1/2023 (X1 POST)</u></b> Department: Cardiothoracic Surgery
<b><u>SALARY</u></b>	:	Grade 1: R906 540 per annum, all-inclusive salary package, (excluding commuted overtime). Grade 2: R1 034 373 per annum, all-inclusive salary package, (excluding commuted overtime). Grade 3: R1 197 150 per annum, all-inclusive salary package, (excluding commuted overtime).
<b><u>CENTRE</u></b>	:	Inkosi Albert Luthuli Central Hospital

- REQUIREMENTS** : MBCHB Degree plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner. Experience - **Grade 1:** No experience required. The appointment to grade 1 requires 1year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Five year (5 years) appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. The appointment to Grade 2 requires a minimum of six years (6) relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner The appointment to Grade 3 requires a minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa Skills, Knowledge, Training And Competence Required: The incumbent should have a comprehensive knowledge of the specialty discipline of Cardiothoracic Surgery including all aspects of General Thoracic Surgery, and Surgery for Acquired & Congenital Cardiovascular Disease. In addition, teaching and computer literacy are essential requirements. The applicant must have undergone training in a cardiothoracic unit in an accredited academic center either within the country or elsewhere.
- DUTIES** : Provide a clinical service encompassing the diagnosis, investigation, peri-operative care and surgical management of cardiothoracic patients. Competence in the clinical evaluation of the cardiothoracic surgical patient. The candidate will be expected to undertake clinics, ICU calls, second calls on the duty roster, prepare patients for theatre and assist in theatre. Actively participate in the academic programme run by the department. To engage in academic research culminating in the publication of papers in scientific journals or the presentation of the results of such research at scientific congresses.
- ENQUIRIES APPLICATIONS** : Dr R. Madansein Tel No: (031) 2402114  
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 21 July 2023

**POST 23/358** : **DEPUTY MANAGER NURSING (LEVEL 1 & 2 HOSPITALS) REF NO: AMAJ13/2023**  
Component: Integrated District Health Development Service

**SALARY** : R930 747 per annum, (an all – inclusive salary package), (MMS Package). Other Benefits Medical Aid Optional, Home Allowance – Employee must meet prescribed requirements and 13<sup>TH</sup> Cheque

**CENTRE REQUIREMENTS** : Amajuba Health District Office  
: Requirements For The Above Post:-Valid Grade 12 or National Senior Certificate plus. Appropriate B Degree / National Diploma or equivalent qualification in Nursing Science. A minimum of 9 years appropriate / recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing plus. At least 5 years of the period referred to above must be appropriate / recognizable experience at management level (Assistant Manager Nursing). Current SANC registration. Valid code EB Driver's License (code 8). Valid current and previous work experience endorsed and stamped by Human Resources. Recommendations Computer Certificate: MS Office Software application. Qualification in Management will be an added recommendation. Knowledge, Skills, Behavioural Attributes And Competencies Required Ability to think critically in difficult situations. Sound project management skill. Strong communication and presentation skills. Managerial and facilitation skills. An understanding of the challenges facing the public health sector. Ability to translate strategic and transformation objectives into practical planning framework. Ability to prioritize issues and other work related matters and comply with the time frames. Proven initiative decisiveness, dedication and the ability to acquire new knowledge swiftly. Computer literacy.

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

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

**FOR ATTENTION NOTE** : Dr. A.M.E.T. Tshabalala  
: Applications must be submitted on the prescribed Application for Employment form (Z83) This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Application form (Z83) must be accompanied by detailed Curriculum Vitae. Applicants are not required to submit copies of qualifications and other documents on application but must submit the Z83 and a detailed Curriculum, Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from the shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and

recommendation of the advert. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note due to financial constraints, there will be no payment for S&T claims. African Males are encouraged to apply and people with disability also should feel free to apply. Employment Equity Target for this post is African Male, and people with disability may feel free to apply.

- CLOSING DATE** : 21 July 2023
- POST 23/359** : **MEDICAL OFFICER REF NO: G 86/2023**  
Cluster: Emergency Medical Services
- SALARY** : Grade 1: R906 540 per annum, an all-inclusive salary package  
**CENTRE** : Head Office: Pietermaritzburg  
**REQUIREMENTS** : Matric Certificate (Grade 12) MBChB degree or equivalent qualification as a base qualification Registration as medical specialist with HPCSA A clinical experience after obtaining the qualification NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Knowledge, Skills, Training And Competencies Required: Job Purpose: The purpose of the job is to render a comprehensive package of services to patients served by Emergency Medical Services, and to provide accurate, effective and efficient, quality treatment to patients within available resources. This includes the provision of full time clinical governance, specialist oversight of clinical medical care, provision of strategic clinical governance, specialist oversight of clinical medical care, provision of strategic clinical leadership, and clinical research for Emergency Medical Services. In addition, the incumbent will be responsible for assisting in medical education, quality assurance, Infection prevention and control, and policy and protocol development. Further, the job entails the promotion and expansion of emergency medical care in the district, surrounding regions, and provincially. The specialist will inform the director and provincial leadership structures on the ongoing requirements for education, staffing, and infrastructure needs, as well as development and rollout of a sustainable provincial continued medical education Programme for EMS. The ideal candidate must possess the following: Appropriate specialist procedures and protocols within field of expertise Knowledge, expertise and experience with regards to providing medical services in EMS Sufficient knowledge and ability to make substantial contribution to service provision. Undergraduate and postgraduate student training and research in the Department Medical skills Report writing Verbal and written communication skills Investigative Research.
- DUTIES** : Clinical care: Provision of Clinical Services Provide clinical support to EMS personnel. Assist with clinical interface with hospital based clinical teams. Delivery of clinical care Prehospital clinical service delivery. Outreach Assessment and clinical oversight of pre-and in-hospital interface. Assessment and clinical oversight of pre-and in-hospital interface Scholarship: Supervision Clinical oversight of EMS practitioners Mentoring Under and post-graduate students Research EMS clinical audits and development research Professionalism: Discipline Ensure adherence to current HR prescripts with regard to attendance and disciplinary processes Communication Establish effective channels of communication within EMS and with relevant role-players locally and provincially, to enhance EMS processes Collaboration with relevant structures (FPS, UKZN, DOH) to ensure appropriate systems and protocols to aid EMS professionals Governance: Infrastructure Assist with the development of EMS specific facilities and structures for education and training Ensure maintenance of assets and equipment relevant to EMS functioning. Systems Integrate and optimize current flow pathways for EMS services delivery Ensure clinical and functional oversight of aeromedical services within the province, including dispatch and utilization. Staff Optimize placement and work flow for EMS staff at different levels. Services Quality assurance of the existing service

delivery model and optimization of resource utilization within EMS Administration/Management: Service administration• Compliance with Performance management, leave and other HR requirements Programme management Knowledge and understanding of the EMS placement in the health Programme, and assisting the director to align service delivery with the Programme model.

**ENQUIRIES  
APPLICATIONS**

: Ms. BN Zungu Tel No: (033) 940 2025  
: All applications should be forwarded to: The Chief Director: Human Resource Management Services: KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 OR Hand delivered to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower

**FOR ATTENTION  
NOTE**

: Mr. ZM Ndlovu  
: 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 at request if shortlisted. Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

**CLOSING DATE**

: 21 July 2023

**POST 23/360**

: **DEPUTY DIRECTOR: DISTRICT HEALTH SERVICE  
DELIVERY&PLANNING REF NO: ILE/12/2023 (X1 POST)**  
Component: ILE: DIV: HR Plan&Ois

**SALARY**

: R811 560 per annum. Benefit: 13thCheque, homeowner's allowance, and Medical aid optional (Employee must meet prescribed conditions)

**CENTRE**

: Ilembe Health District Office

**REQUIREMENTS**

: Grade 12 (Senior certificate) Standard 10/or ( Vocational National Certificate) plus, A Bachelor Degree/National Diploma in the field of Human Science/ Administration or in Health Sciences Plus A minimum of five (5) years Managerial experience of which 2 years must be an experience in District Health Systems.A Valid Drivers' license. Computer literacy (MS Office programmes) previous and current work experience (certificate/s of service) endorsed and stamped by HR Office to be submitted if shortlist N.B All the above mentioned documents need not be attached on application but will be requested only if shortlisted above mentioned documents need not be attached on application but will be requested only if shortlisted. Sound project management skills. Ability to make independent decisions. Strong communication and presentation skills. Understanding of data and information management processes, the critical need for reliable district health information.Decision making, time management, facilitation skill, risk management and good interpersonal relation skills. Managerial and facilitation skills.

**DUTIES**

: Ensure development of the District Infrastructure Development Plan, the implementation and monitoring thereof as well as the provisioning of technical support to institutions. Manage and oversee the development of the annual District Health Service delivery plan in conjunction with Programme managers and Institutions. Manage the provision of information in the District to enable sound monitoring and evaluation activities and to inform decision-making processes. Ensure the timeous development of District Resource Plan (HR

Plan, Budget, Procurement Plan) facilitate implementation, monitor, evaluate and report thereof inclusive of the provision of technical support to institutions. Oversee the coordination, integration and development of inputs into the District Health Plan to ensure that the final Plan is in line with the Strategic and Service Transformation Plans of the Department and other policy directive. Manage the utilization of resources allocated to the section inclusive of the Development of staff. Facilitate quarterly reviews, analyses results and realign strategies to improve service delivery at health institution and clinics in the ILembe District. Ensure the development, implementation and maintenance of a reliable District Health Information System in line the departmental policy and system imperatives.

- ENQUIRIES** : Dr R. Sahadeo: Deputy Director, Planning, Monitoring & Evaluation, ILembe Health District Office Tel No: (032) 437 3500
- APPLICATIONS** : Please forward all applications to: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620, KwaDukuza, 4450 or Hand delivered to: 1 King Shaka Street, King Shaka Centre, and KwaDukuza 4450 or Email to **Ilembe.HRJobapplication@kznhealth.gov.za**
- FOR ATTENTION** : Human Resources Management Department
- 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](http://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 qualifications and other relevant documents on application only Z83 and CV required. 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).
- CLOSING DATE** : 28 July 2023
- POST 23/361** : **DEPUTY DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: ADD/HRM2/2023**  
Component: Human Resource Management
- SALARY** : R811 560 – R952 485 per annum (Level 11), (all-inclusive salary package)
- CENTRE** : Addington Hospital: KwaZulu Natal
- REQUIREMENTS** : Senior Certificate/Grade 12, A National Diploma/Degree as recognised by SAQA in Human Resource Management/ Public Administration/ Public Management. Plus. A minimum of 3-5 years' managerial experience in Human Resource Management. Unendorsed valid Code B drivers licence. Certificate of Service. Recommendation: Computer certificate: Ms Software Application i.e. Ms Word, Excel, PowerPoint and Outlook. Knowledge, Skills Training and Competencies Required: Strategic and operational planning skills. Broad knowledge of HR Practices/HR Development and planning, Employee Relations and Employee Health and Wellness programme. Excellent management, facilitation, communication and interpersonal skills. Expert knowledge of legislative and policy framework informing the areas of operation. Ability to work in a multi-disciplinary team at a senior management level. Ability to prioritize the issues and other work related matters in order to comply with



<b><u>DUTIES</u></b>	:	tight deadlines. Extensive knowledge personnel and salary systems (PERSAL), MS Packages and applications thereof.
	:	Manage Human Resource Planning, Development and EPMSD in support of service delivery imperatives. Manage Human Resource Provisioning and Practices in line with prevailing legislation prescripts and policies. Manage development, implementation and monitoring of Human Resource Risk Management Plan in order to mitigate and eliminate risks. Manage Labour Relations matters to ensure effective employment relations employee productivity, safety and morale. Develop and implement effective HR Policies within guidelines set by the provincial health department. Supervise and manage Human Resource staff. Ensure adequate availability and efficient utilization of staff. Provide Human Resource Management services in line with the requirements of the National Core Standards.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr M Ndlangisa Tel No: (031) 327 2000
	:	All applications should be forwarded to: Attention: The Human Resource Department, Addington Hospital, P O Box 977, Durban, 4000 or dropped off in the Application Box at Security, Staff Entrance, Prince Street, South Beach, Durban.
<b><u>NOTE</u></b>	:	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.
<b><u>CLOSING DATE</u></b>	:	21 July 2023
<b><u>POST 23/362</u></b>	:	<b><u>OPERATIONAL MANAGER (PHC OUTREACH) REF NO: NGWE 89/2023</u></b> Department: Primary Health Care (PHC)
<b><u>SALARY</u></b>	:	R627 474 – 703 752 per annum. Other Benefits: 13 <sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional), 8% inhospitable area allowance
<b><u>CENTRE REQUIREMENTS</u></b>	:	Ngwelezana Tertiary Hospital
	:	Senior Certificate / Grade 12. Diploma / Degree in General Nursing and Midwifery that allows registration with SANC as a Professional Nurse. Registration with the SANC as a Professional Nurse. A post basic qualification with a duration of at least one year in Clinical Nursing Science, Health Assessment, Treatment and Care (Primary Health Care). Current SANC receipt. A minimum of 9 years appropriate / recognizable experience in nursing after registration as a 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 the one year post basic qualification in the relevant field. Valid driver's license (Code C1). Diploma/ Degree in Nursing Administration accredited by SANC. Computer literacy. Knowledge, Skills, Attributes And Abilities Good interpersonal, communication, report writing and presentations skills. Ability to work and take informed decisions independently. Knowledge of nursing statutes, prescripts, and other relevant public service legislations. Demonstrate basic understanding of Human Resource, PMFA, and Labour Relations policies. Conflicts management and problem solving skills. Supervisory and analytical thinking skills. Team building and supervisory skills. Empathy and counselling skills and knowledge. Be prepared to work during the weekends and Public Holidays.

- DUTIES** : Provide professional goal directed leadership with an aim of achieving Department goals and objectives. Overall supervision of staff, patient, and government property. Monitor provision of quality patient care in a cost-effective manner. Exercise control of discipline and handling of grievances. Conduct monthly Nursing audits, compile report and quality improvement plans; Ensure implementation of Norms and Standards, National Health Priorities, Ideal Clinic realization and maintenance. Monitor staff performance through PMDS. Monitor implementation of PHC indicators and achievements of set target. Strengthen implementation of comprehensive PHC package as per National Guidelines. Ensure the implementation of the COPC through CBM. Ensure that staff is kept informed of changes in the nursing practices, legislation policies, and guidelines. Promote and support implantation of Sub-district Model. Ensure implementation and adherence to Patient Rights Charter, Batho Pele principles professionalism and ethics.
- ENQUIRIES** : Ms. S Mtshali Tel No: (035) 901 7224 / 7298
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 or Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
- FOR ATTENTION** : Mr MP Zungu
- NOTE** : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. 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](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.
- CLOSING DATE** : 21 July 2023
- POST 23/363** : **OPERATIONAL MANAGER NURSING (PHC STREAM) REF NO: SHAK 01/2023 (X1 POST)**  
Component: Shakaskraal Clinic
- SALARY** : Grade 1: R627 474 per annum, Plus 8% rural allowance: Benefits: 13<sup>th</sup> Cheque, home owner'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 and midwifery Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, A minimum of 9 years appropriate/ recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/ recognizable experience after

obtaining the one year post basic qualification in Primary Health Care. Valid Code EB Driver's license (Code8). Previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached will be requested (only if shortlisted). N.B: All the above mentioned documents need not be attached on application but will be requested only if shortlisted. Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to her/his supervisees. Good communication, interpersonal relations, counseling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling's-ordination and planning skills. Ability to assist in formulation of patient care related policies.

**DUTIES**

: Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control, management and allocation of Human and material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMDS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyze and interpret statistic including PHC Programme indicators. Participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and Core standards in the facility. Coordinate and manage the provision of the services to manage COVID19 pandemic. Support PHC re-engineering by ensuring that outreach teams are functional.

**ENQUIRIES  
APPLICATIONS**

: Mr AP Makhani Assistant Manager Nursing Tel No: (032) 551 3686  
 : All applications should be forwarded to: The District Director: Human Resource Management Services, I Lembe Health District Office, Private Bag X10620, KwaDukuza, 4450 or Hand delivered to: 1 on 1 King Shaka Street, King Shaka Centre, KwaDukuza 4450 or Email [tollembe.HRJobapplication@kznhealth.gov.za](mailto:tollembe.HRJobapplication@kznhealth.gov.za)

**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](http://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 qualifications and other relevant documents on application only Z83 and CV required. 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).

**CLOSING DATE**

: 28 July 2021

- POST 23/364** : **OPERATIONAL MANAGER NURSING (PHC STREAM) REF NO: KDC 02/2023 (X1 POST)**  
Component: Kwadukuza Clinic
- SALARY** : Grade 1: R627 474 per annum, Plus 8% rural allowance: Benefits: 13<sup>th</sup> Cheque, home owner's allowance, and Medical aid optional [Employee must meet prescribed conditions]
- CENTRE REQUIREMENTS** : Ilembe Health District Office
- REQUIREMENTS** : Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) Degree / Diploma in General Nursing and midwifery Plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and midwifery and Primary Health Care plus, A minimum of 9 years appropriate/ recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Valid Code EB Driver's license (Code8. previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached will be requested (only if shortlisted). N.B All the above mentioned documents need not be attached on application but will be requested only if shortlisted. Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to her/his supervisees. Good communication, interpersonal relations, counseling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling-ordination and planning skills. Ability to assist in formulation of patient care related policies.
- DUTIES** : Implementation of Quality Improvement Plan. Conduct patient satisfaction survey and waiting times for the clinics. Ensure adequate control, management and allocation of Human and material resources. Facilitate that the clinic has functional clinic committee and ensures community participation. Plan and monitor utilization of budget to ensure that the clinic functions within the allocated budget. Supervise and monitor staff performance according to EPMDS. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Facilitate provision of clinical services, educational services and be involved in medical research. Evaluate and monitor compliance with clinical protocols norms and standards within the clinic. Analyze and interpret statistic including PHC Programme indicators. Participate in Operation Sukuma Sakhe Programme. Facilitate the realization and maintenance of Ideal Clinic Programme and Core standards in the facility. Coordinate and manage the provision of the services to manage COVID19 pandemic. Support PHC re-engineering by ensuring that outreach teams are functional.
- ENQUIRIES APPLICATIONS** : Mrs R Bhagwandin: Deputy Manager Nursing Tel No: (032) 551 3686  
All applications should be forwarded to: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620, KwaDukuza, 4450 or Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450 or Email to [Ilembe.HRJobapplication@kznhealth.gov.za](mailto:Ilembe.HRJobapplication@kznhealth.gov.za)
- 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](http://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 qualifications and other relevant documents on application only Z83 and CV required. 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).

<b><u>CLOSING DATE</u></b>	:	28 July 2021
<b><u>POST 23/365</u></b>	:	<b><u>ASSISTANT MANAGER NURSING: MONITORING &amp; EVALUATION REF NO: UMZ9/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R627 474 per annum. 13 <sup>th</sup> cheque, medical aid (optional), housing allowance (Employee must meet prescribed requirements), rural allowance 12%.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Umzimkhulu Hospital Senior certificate /Grade 12. Basic R425 qualification i.e. Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as a Professional. Current registration with South African Nursing Council as a Professional Nurse. A minimum of eight (8) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least three (3) years of the period referred to above must be appropriate/recognizable experience at management level. Alternatively ten (10) years appropriate/ recognizable experience as a Professional Nurse of which six (6) years must be appropriate recognizable experience as a Clinical Programme Coordinator. Computer literacy (Ms Word, PowerPoint, Excel etc.). Valid Driver's Licence. Only shortlisted candidates will submit the proof of registration. Recommendations: Diploma / Degree in Nursing Administration /Management. A supporting qualification in Planning, Monitoring and Evaluation in a health care environment will be an added advantage. Knowledge of legislative, policy and M&E Framework informing health service delivery Knowledge of risk management, clinical and non-clinical safety incidents. Knowledge of norms and standards, Ideal Hospital Realization and Maintenance Framework. Knowledge of DHMIS policy, SOP and relevant information system. Knowledge of Health Facility functions and operations. Knowledge of hospital quality assurance. Knowledge of Infection Prevention and Control practices, policy and guidelines. Knowledge of M&E principles and Data Management. Analytical skills and ability to compile concise reports. Ability to critically analyze complex information and to interpret that in relation to performance, health outcomes relevant to the institution, and performance reports. Ability to work independently and under pressure. Strong leadership and management skills. Planning and organizational skills. Project Management skills. Strong interpersonal, communication and presentation skills. Advanced facilitation skills to manage consultation. Human Resource and Financial Management skills. Decision making skills and problem solving skills.
<b><u>DUTIES</u></b>	:	Coordinate development of the operational plan in the institution with the input from all departments in the facility. Ensure all plans for departments are in place, facilitate and co-ordinate planning sessions. Ensure alignment of plans with the Annual Performance Plan (APP) and District Health Plan (DHP). Monitor compliance with implementing the M&E Framework, Data Management Policy and SOP, Quality Assurance and Infection Prevention and Control policy and guidelines. Co-ordinate functions of Health Information Team. Ensure data is collected and analyzed on a monthly basis and validated as per data management standard operating procedures. Plan and co-ordinate the implementation and monitoring of data quality and quality assurance in service delivery Ensure that standards, quality assurance and risk management is maintained within the hospital in line with the National Core Standards. Ensure the development, review and maintenance of institutional policies and protocols. Monitor and report on the performance of all departments in the facility. Provide reports to the management and governance structure. Monitor inspection process that is in keeping with the established quality assurance goals, which seek to ensure that patient care is maintained

at an optimal level and delivered in a cost effective manner. Promote patient care practices and professional performance that is regularly assessed using valid and reliable criteria. Monitor, evaluate and report on delivery of quality care at the institution including clinical care, waiting times and client experience of care. Monitor implementation of plans to promote clean audits. Ensure efficient and effective utilization of resources allocated to the component, inclusive of the development of staff. Monitor and evaluate staff performance (EPMDS) and deal with identified developmental needs. Exercise control over discipline and manage grievances and staff conflicts in terms of laid down policies and procedures.

**ENQUIRIES  
APPLICATIONS**

: Ms N.P. Mbelu Tel No: (039) 259 0310  
 : Applications to be forwarded to the Human Resource Manager, Umzimkhulu Hospital, Private Bag X514, Umzimkhulu, 3297 or Drop Off in the application Box, and Umzimkhulu Hospital OR email Nkosinathi.banganni@kznhelath.gov.za.

**FOR ATTENTION  
NOTE**

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

**CLOSING DATE**

: 21 July 2023

**POST 23/366**

: **COURSE COORDINATOR REF NO: G88/2023**  
 Cluster: Human Resources Management Services

**SALARY**

: Grade 3: R508 896 per annum, (all-inclusive package)  
 Grade 4: R565 179 per annum, (all-inclusive package)  
 Other Benefits: 13<sup>th</sup> cheque. Medical Aid (optional). Housing Allowance: (Employee must meet prescribed requirements). 10% lecturing allowance.

**CENTRE  
REQUIREMENTS**

: KZN College of Emergency care  
 : **Grade 4:** The appointment to grade 3 requires CCA or National diploma in Emergency Medical Care, registration with HPCSA as a Paramedic plus 3 years' experience after registration as a Paramedic. **Grade 4:** The appointment to grade 4 requires B Tech Degree in Emergency Medical Care, registration with HPCSA as an Emergency Care Provider plus 3 years' experience after registration as an Emergency Care Provider. Matric Certificate. Plus CCA / National diploma / B- Tech in Emergency Medical Care. Plus Current Registration with HPCSA as a Paramedic / Emergency Care Provider. Plus 2 Years' experience of teaching at a College of Emergency Care after registration as a Paramedic / Emergency Care Provider. Plus Valid Code 10 driver's licence with PrDP. Knowledge, Skills, Training And Competencies Required: The incumbents of this post will report to the Deputy Principal – College of Emergency Care, and will be responsible to manage the relevant department of the KZN EMS College of Emergency Care. The incumbent's duty is to achieve the Colleges goal of producing as many as competent, qualified emergency medical workers as possible. The incumbent is responsible for managing the daily activities of the department, and as such the ideal candidate must possess knowledge and skills of the following: Advanced life support, teaching, training and development, health related Acts,

relevant public service legislation, management principals, emergency medical rescue operating procedures. Presentation skills, leadership, strategic planning, good verbal and written skills, financial management, problem solving, human relations, conflict resolution. Computer literacy in MS Office package. Knowledge of the :Provincial Health Act 2000, disaster management bill, public service legislation and guidelines including Public Financial Management Act of 1999 and financial procedures, human resources management, project management, presentation, planning and organizational and good communication skills.

**DUTIES** : Coordinate all Training rosters for the relevant programme. Monitor training and education provided by lecturers in order that quality standards are met. Oversee, coordinate and participate in teaching and examinations. Ensure all equipment and learning aids are aligned with HPCSA Regulations and sound educational practices through planning and development of learning support. Ensure that all aspects of the course are aligned with HPCSA Regulations. Coordination of all theoretical and practical components of the course. Management of the quality assurance of all aspects of the course. Liaison and communication with various stake holders of the College, including HPCSA and Local Government and Coordination of experiential learning phase of the course. Work with learners on road shifts and inspect/oversee learners on hospital and road practical phase. Manage formative and summative assessment of learners efficiently and effectively. Provide reports to the Deputy Principal/ Principal when required. Must be able to participate in research at the College. Management of all College staff involved on the relevant course. Responsible for performance management and Development of subordinates.

**ENQUIRIES** : Mrs BDG Arends Tel No: (031) 203 0900  
**APPLICATIONS** : All applications should be forwarded to: The Chief Director: Human Resource Management Services, KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 or Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower.

**FOR ATTENTION** : Mr. B Zungu  
**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, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

**CLOSING DATE** : 21 July 2023

**POST 23/367** : **CLINICAL PROGRAMME CO- ORDINATOR (INFECTION PREVENTION AND CONTROL) REF NO: CBH26/ 2023 (X1 POST)**

**SALARY** : Grade 1: R497 193 – R559 686 per annum  
 Grade 2: R575 898 - R645 720 per annum  
 Other Benefits: Medical Aid: optional, 13<sup>th</sup> Cheque 8% Rural Allowance

**CENTRE** : Catherine Booth Hospital  
**REQUIREMENTS** : Standard 10 or Grade 12. Degree / Diploma in General Nursing. Current registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. A minimum of seven (7) years appropriate / recognizable experience in Nursing Health Care after registration as a Professional Nurse Independent Practice with SANC. A valid code 08 drivers license. Computer

literacy. 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 guidelines. 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 .Ability to work in a multidisciplinary team. Demonstrate a basic understanding of HR and financial policies. Interpersonal skills including public relations, negotiations, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under your 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 framework.

**DUTIES** : Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impact service delivery. 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 Committees. 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 a clinical governance champion in the facility, ensuring effective clinical risk management system. Promote infection prevention and culture within the institution by conducting relevant workshops, audits, meetings and awareness. Identify and report all acquired Infections. Visit all departments within the institution 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. Provide advice on various aspects of infection prevention and control, relevant policies to management. Provide advice and training to all categories and staff. Only shortlisted candidates will be required to submit proof of all documents.

**ENQUIRIES** : Miss. C.M. Ntshela 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** : 21 July 2023

**POST 23/368** : **OPERATIONAL MANAGER NURSING (GENERAL STREAM) REF NO: NGWE 90/2023**  
 Department: Medical Ward

**SALARY** : R497 193 – R559 686 per annum. Other Benefits: 13<sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional), 8% inhospitable area allowance

**CENTRE** : Ngwelezana Tertiary Hospital  
**REQUIREMENTS** : Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with the SANC as Professional Nurse. Registration with the SANC



as a Professional Nurse. Current SANC receipt. A minimum of 7 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Knowledge, Skills, Attributes And Abilities Advanced knowledge and skills of nursing care processes and procedures, nursing statutes and other relevant legal framework. Strong interpersonal, communication and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Insight into the public health sector strategies and priorities including nursing strategy, standard procedure and policies pertaining to nursing care. Basic computer skills.

**DUTIES**

: Provide effective and professional leadership in medical ward. Provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable prescripts. Demonstrate effective communication with patients and other health professionals and junior colleagues including complex report writing as required. 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. Develop and implement quality assurance programs, policies, operational plan, standard operating procedures and guidelines for the unit. Improve quality care through reduction of patient complaints. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution and other regulating bodies. Develop/establish and maintain constructive working relationship with nursing and other stakeholders. Ensure that infection control and prevention policies are implemented in the unit. Manage and supervise effective utilization of all the resources e.g. human, financial material. Develop, monitor and evaluate staff in terms of EPMDS. Exercise control over discipline, grievance and all labour relations issues. Perform both clinical and administrative duties as required. Attend to meetings and workshops as directed. Serve as a paymaster for unit pay point. Adhere to correct channels of communication as per the hospital organogram. Perform other duties as assigned by the supervisor and hospital management. Ensure implementation of NCS, Make Me Look Like a Hospital, Ideal Hospital and other departmental initiatives including provincial priorities. Provision of effective support to Nursing Service i.e.; assist with relief of the supervisors and partake overall specialized unit function in team building.

**ENQUIRIES**

: Ms RM Sithole Tel No: (035) 901 7258

**APPLICATIONS**

: Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880

**FOR ATTENTION**

: Mr MP Zungu

**NOTE**

: Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. 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](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public

Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. 21 July 2023

**CLOSING DATE**

:

**POST 23/369**

:

**OPERATIONAL MANAGER-(GENERAL-OPD) REF NO: BETH 28/2023**

**SALARY**

:

Grade 1: R497 193 per annum, (all – inclusive package). 13th Cheque, 12% rural allowance, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).

**CENTRE**

:

Bethesda District Hospital - (Kwa Zulu - Natal)

**REQUIREMENTS**

:

Diploma / Degree in General Nursing Registration with the SANC as a Professional Nurse A minimum of 7 years appropriate/recognizable experience in nursing after registration as a professional nurse Current Registration with SANC as a General Nurse. Knowledge, Skills Training And Competencies Required Advanced knowledge and skills of nursing care processes and procedures, nursing statutes and other relevant legal framework .Strong interpersonal, communication and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Insight into the public health sector strategies and priorities including nursing strategy, standard procedure and policies pertaining to nursing care. Basic computer skills.

**DUTIES**

:

Provide effective and professional leadership within FMD, Oncology and Urology clinics. Provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable prescripts. Demonstrate effective communication with patients and other health professionals and junior colleagues including complex report writing as required. 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. Develop and implement quality assurance programs, policies, operational plan, standard operating procedures and guidelines for the unit. Improve quality care through reduction of patient complaints. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution and other regulating bodies. Develop/establish and maintain constructive working relationship with nursing and other stakeholders. Ensure that infection control and prevention policies are implemented in the unit. Manage and supervise effective utilization of all the resources e.g. human, financial material. Develop, monitor and evaluate staff in terms of EPMDs. Exercise control over discipline, grievance and all labour relations issues. Perform both clinical and administrative duties as required. Attend to meetings and workshops as directed. Adhere to correct channels of communication as per the hospital organogram.

**ENQUIRIES**

:

MS. NL Myeni (Amn) Tel No: (035) 595 3103

**APPLICATIONS**

:

The Human Resources Manager, Bethesda Hospital, Private Bag X602, Ubombo, 3970. Hand delivered applications may be submitted at Human Resources office Bethesda Hospital Ubombo Main Road.

**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](http://www.kznhealth.gov.za) and must 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 (Beth 19/2023). 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.

- CLOSING DATE** : 28 July 2023
- POST 23/370** : **ULTRASOUND RADIOGRAPHER (ULTRASONOGRAPHER) REF NO: GAM CHC 12/2023**
- SALARY** : Grade 1: R444 741 per annum  
Grade 2: R520 785 per annum  
Grade 3: R612 642 per annum  
Other Benefits: 13<sup>th</sup> Cheque plus 17% rural allowance, Housing allowance (employee must meet prescribed requirements and Medical Aid (Optional))
- CENTRE REQUIREMENTS** : Gamalakhe CHC  
Senior Certificate (grade 12) National Diploma in Radiographer (Ultrasound) Registration Certificate with HPCSA as Independent Practice (Ultrasound) Current registration with HPCSA for (2023/2024). NB: The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za), and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. **Grade 1:** No experience required after registration with the Health Professional Council of South Africa (HPCSA) as Radiographer Ultrasound in respect of RSA qualified employees who performed Community Service, as required in South Africa. One-year experience after registration with the Health Professional Council of South Africa as a Ultrasound Radiographer in respect of foreign qualified employees of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of ten (10) years relevant experience after registration with the Health Professional Council (HPCSA) as a Radiographer Ultrasound in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of eleven (11) years relevant experience after registration with the Health Professional Council (HPCSA) as a Radiographer Ultrasound in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** A minimum of twenty (20) years relevant experience after registration with the Health Professional Council of South Africa (HPCSA) as an Ultrasound Radiographer in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of twenty-one (21) years relevant experience after registration with the Health Professional Council (HPCSA) as an Ultrasound Radiographer in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills and Competencies: Sound knowledge of diagnostic sonography practice and ethos. Good interpersonal relations and ability to perform well within a team Ability to perform quality assurance tests. Knowledge of relevant Health and Safety Acts.
- DUTIES** : Provide high quality ultrasound services consistent with scope of practice and clinical standards. Execute all clinical procedures and examinations competently to prevent patient safety incidences and miscommunication. Inspect and use equipment to ensure compliance with safety standards. Assist in compiling reports and statistics for work area. Provide health education on patient's conditions whilst upholding patients' rights and keeping to scope of practice. Participate in quality assurance programs. Participate in EPDMS. Promote Batho Pele Principles in the execution of duties for effective and efficient service delivery. Assist with ultrasound patient bookings by ensuring requests forms are filled properly with adequate medical and clinical information to carry out examination. Promote good health practices and ensure optimal patient care. Provide training, guidance and supervision to junior staff. Perform other duties as per delegation by radiography management.
- ENQUIRIES APPLICATIONS** : Mr. S. Ngxola Tel No: (039) 318 1113  
All applications should be forwarded to: The Chief Executive Officer, Gamalakhe Community Health Centre, Private Bag X709, Gamalakhe, 4249.
- FOR ATTENTION CLOSING DATE** : Human Resource Manager  
21 July 2023

<b><u>POST 23/371</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONERS (PHC STREAM)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum, (all –inclusive package) Grade 2: R528 696 per annum, (all –inclusive package) 13th Cheque, 12% rural allowance, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
<b><u>CENTRE</u></b>	:	Bethesda District Hospital - (Kwa Zulu - Natal) Ref No: Mhlel 01/2023 (X1 Post) Ref No: Mku 02/2023 (X1 Post) Ref No: Oph 01/2023 (X1 Post) Ref No: Gedl 01/2023 (X1 Post) Ref No: Beth 26/2023 (X6 Posts) Mobile clinics
<b><u>REQUIREMENTS</u></b>	:	<b>Grade 1:</b> Grade 12 (Senior certificate) Standard 10/or ( Vocational National Certificate) plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, Current registration with SANC as General Nurse and Primary Health Care plus, A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. <b>Grade 2:</b> Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. Knowledge Skills Training And Competencies Required Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory skills. Good interpersonal relationship skills. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.
<b><u>DUTIES</u></b>	:	Provide quality comprehensive Primary Health Care by providing primitive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Supervision of patients' reports and intervention, keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of self-care. Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net. Assist with capturing patients on patient registration (HPRS) system. Support the realization and maintenance of Ideal Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.
<b><u>ENQUIRIES</u></b>	:	Ms KB Mabika Tel No: (035) 595 3103
<b><u>APPLICATIONS</u></b>	:	The Human Resources Manager, Bethesda Hospital, Private Bag X602, Ubombo, 3970. Hand delivered applications may be submitted at Human Resources office Bethesda Hospital Ubombo Main Road.
<b><u>NOTE</u></b>	:	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 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 (Beth 19/2023). 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.

<b><u>CLOSING DATE</u></b>	:	28 July 2023
<b><u>POST 23/372</u></b>	:	<b><u>PROFESSIONAL NURSE GRADE 1&amp;2 SPECIALTY-OPHTHALMIC REF NO: BETH 25/2023</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum, (all –inclusive package) Grade 2: R528 696 per annum, (all –inclusive package) 13th Cheque, 12% rural allowance, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bethesda District Hospital - (Kwa Zulu - Natal) : <b>Grade 1:</b> Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate). Degree/Diploma in General Nursing. Post Basic Diploma qualification in Ophthalmic Nursing Science. Registration Certificate with SANC as a General Nurse. Current registration receipt with SANC (2023). A minimum of 4 years appropriate recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing. <b>Grade 2:</b> Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing. Post Basic Diploma qualification in Ophthalmic Nursing Science. Registration Certificate with SANC as a General Nurse. Current registration receipt with SANC (2023). A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and Midwifery. At least 10 years of the specific Specialty after obtaining the 1 year post-basic qualification in Ophthalmic Nursing Science Knowledge, Skills Training and Competencies Required: Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good verbal and written communication and report writing skills. Co-ordination and planning skills. Team building and supervisory skills. Good interpersonal relationship skills. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies. Basic computer skills.
<b><u>DUTIES</u></b>	:	Provide comprehensive, quality nursing care to patients/clients in a specialty unit in a cost effective, efficient manner. Assist in planning, organize and monitoring of objectives of the specialized unit. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Able to plan and organize own and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations (Batho Pele). Work as a part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, supervisors and other clinicians, including reporting writing when required. Ensure compliance with all National, Provincial and Professional prescripts in order to render a safe patient service and improve client satisfaction. Participate in the analysis and formulation of nursing policies and procedures. Assist in EPMDS evaluation of staff within the unit and participate in monitoring the training need of staff. Provide direct and indirect supervisor of all staff within the unit and give guidance. Order and monitor appropriate level of consumables. Ensure that equipment in the unit is

adequate and is checked and in working order. Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Demonstrate and understand of Human Resource and Financial Management Policies and Procedures. Monitor and evaluate the care and Management of all patients and ensure the maintenance of accurate and complete patient record.

- ENQUIRIES** : Ms KB Mabika Tel No: (035) 595 3103
- APPLICATIONS** : The Human Resources Manager, Bethesda Hospital, Private Bag X602 Ubombo, 3970. Hand delivered applications may be submitted at Human Resources office Bethesda Hospital Ubombo Main Road.
- 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 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 (Beth 19/2023). 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.
- CLOSING DATE** : 28 July 2023
- POST 23/373** : **CLINICAL NURSE PRACTITIONER FOR HAST AND MEN'S HEALTH SERVICE REF NO: EMS/25/2023**
- SALARY** : Grade 1: R431 265 per annum  
Grade 2: R528 696 per annum  
Other Benefits: Medical Aid (Optional) 13<sup>th</sup> Cheque, Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.
- CENTRE** : Emmaus Hospital
- REQUIREMENTS** : Grade 12 Certificate/Senior Certificate Diploma/Degree in General Nursing Science and Midwifery. Diploma as clinical nurse practitioner minimum of 1 year having practiced within the speciality. A minimum of 4 years appropriate/recognizable nursing experience after registration as a professional nurse with SANC. Valid drivers license code 8(B) or 10(C1). Knowledge & Skills Leadership, Management, planning, and co-ordinates skills. Knowledge of relevant acts, prescripts, policies and procedures governing health care service delivery .Sound knowledge of nursing care delivery approaches and scope of practice in the areas under control. Sound knowledge of priority programs clinical guidelines, protocols, policies and procedures and best practices in nursing care service delivery. Good communication, interpersonal, negotiation, decision making, problem solving, conflict management, counselling, teaching, mentorship and supervisory skills. Knowledge of code of conduct, Labour Relations and related policies.
- DUTIES** : Ensure effective utilization of human and material resources. Ensure adherence to prescribed nursing policies and procedures. Champion for men's health service in the hotspots. Ensure that all quality and infection control initiative are adhered to i.e OHSC/ideal Hospital. Evaluate and monitor compliance with clinical protocols, norms and standard of the hospital. Ensure that clinical governance principles are adhered too and ensure that audits are conducted. Ensure reporting of and with his/her units. Monitor implementation of EPMDS .Act as shift leader in the absence of his/her supervisor Assist in supervising in the absence of the operational manager. Audit patient's records and monitoring of results. Participates in ethical decision making within the multidisciplinary team. Ensure implementation of the following programs; FP, AYFS, NIMART, HAST, PMTCT, IPC, Q/A,HPRS, appointment system and health and safety .Ensure establishment of chronic clubs and adherence clubs

and adherence clubs in the community. Demonstrate effective communication with patients supervision and other clinicians, including report writing and data management.

**ENQUIRES APPLICATIONS**

: Ms. T.M Nkabinde Tel No: (036) 488 1570 (ext 8315)  
: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

**FOR ATTENTION NOTE**

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

**CLOSING DATE**

: 24 July 2023 at 16:00

**POST 23/374**

: **CLINICAL NURSE PRACTITIONER REF NO: NMH/CNP01/2023 (X1 POST)**

**SALARY**

: Grade 1: R431 265 – R497 193 per annum, rural allowance 8%  
Grade 2: R528 696 – R645 720 per annum, rural allowance 8%  
Other Benefits: 13th Cheque/ Service Bonus Medical Aid: Optional Homeowners Allowance: Employee must meet prescribed requirements.

**CENTRE REQUIREMENTS**

: Niemyer Memorial Hospital (Outreach Team)  
: **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC on general nursing. Plus 01 year post basic certificate **Grade 2:** Experience minimum of 14 years appropriate /recognizable experience in nursing after registration as professional nurse with SANC on general nursing of which at least 10 years must be appropriate /recognizable experience after obtaining the post basic qualification in primary health care. Standard 10 or Grade 12.Degree/Diploma in General Nursing, midwifery Community Health Nursing Science and Diploma in Health Assessment, Care and Treatment Plus 4years appropriate recognizable as general nurse. Registration with SANC as General Nurse and Primary Health Care Nurse. Current SANC receipt (2023). Previous and current work experience /certificate of Service endorsed by your Human resource department. Knowledge, Skills, Training And Competencies Require 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 relevant resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills in basic programme nursing care processes and procedures nursing statutes and other related legal framework Knowledge and understanding of human right charter, Batho Pele principle and labour relations act. Knowledge Nursing act, health act occupational health and safety act, mental health act. Communication skills.

**DUTIES**

: Provision of quality comprehensive PHC Package of service in line with NHI initiatives Health Promotion, Disease Prevention curative and rehabilitation services. Provision of administration services. PHC Ward Base Outreach Team Leader supervising Enrolled nurses and CHW under span of control. Conduct supportive Work Integrated Learning with CHW's. Conduct household profiling within the allocated catchment area. Develop household individual client records and monitoring. Conduct Health promotion and disease prevention at facility and community level. Conduct health screening for early identification on Non communicable and communicable diseases. Provide Maternal Child and Women's Health preventative services at household and outreach services. Provide disease prevention campaigns include Vaccine preventable diseases. Support the Early Child development centres by provision of

prevention and early interventions to improve child health outcomes. Participate in the Youth Friendly activities as part of AYFS package. Support with the identification and development of Philamntwana centres per wards and monitor functionality. Participate in the HAST programmes through the implementation preventive strategies to achieve 95-95-95 targets (MMC, Condom distribution, HTS, ART, Prep, TPT and TB treatment and others) Safeguard medical equipment allocated to your team. Ensure functionality of medical equipment of all teams. Ensure the use of vehicles allocated as per fleet management policy. Support operation Siyabalanda (Welcome Back Campaign) for Loss to follow up clients on chronic medication and child health include EPI .Participate in the outreach activities and campaigns with other stakeholders as part Operation Sukuma Sakhe .Participate in weekly nerve Participate in quality, monitoring and evaluation of PHC programmes. centre meetings. Consolidate monthly data and submit to Operational manager. Participate facility monthly information meetings with input of outreach team's indicators. Support Facility manager with other activities as per operational plan activities.

- ENQUIRIES** : Mrs. GN Nkosi Tel No: (034) 331 3011
- APPLICATIONS** : Please forward applications quoting reference number to: Human Resource Management, Niemeyer Memorial Hospital, Private Bag X1004, Utrecht, 2980.
- NOTE** : Directions to Candidates: The following documents must be submitted: Applications are not required to submit copies of qualification and other relevant document on application but must submit the Employment Form (Z83) and the detailed Curriculum Vitae. Certified copies of certificates and other relevant documents will only be requested from shortlisted candidate on or before the interviews. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83 e.g. Reference Number (NMH/PHC2/2023) Persons with disabilities should feel free to apply for the post Failure to comply with the above instructions will disqualify the applicants. The appointment is subject to positive outcome obtained from the State Security Agency (SAA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers. Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that no S&T payments will be considered for payment to candidates that are Invited for interview. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity at all levels of different Occupational Categories in the Department). NB: Equity Target Male African.
- CLOSING DATE** : 21 July 2023
- POST 23/375** : **PROFESSIONAL NURSE SPECIALTY (TRAUMA) GRADE 1 & 2 REF NO: DPKISMH 33/2023 (X1 POST)**  
Component Emergency 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 Trauma Specialty 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 Trauma Specialty 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 Surgical and Emergency Nursing Science plus 4 years appropriate / recognizable registration experience as a General Nurse. Current registration with SANC (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  
APPLICATIONS**

: Ms. S.C. Nduli Tel No: (031) 530 1428  
: 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](http://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 34/2023. 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**

: 21 July 2023

**POST 23/376**

: **PROFESSIONAL NURSE SPECIALTY (ORTHOPAEDICS) GRADE 1 & 2  
REF NO: DPKISMH 34/2023 (X1 POST)**  
Component: Orthopaedics

**SALARY**

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

**CENTRE  
REQUIREMENTS**

: Dr Pixley Ka Isaka Seme Memorial Hospital  
: **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 Orthopaedics. **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 Orthopaedics. 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 Orthopaedics Nursing Science plus 4 years appropriate / recognizable registration experience as a General Nurse. Current registration with SANC

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. Leadership, Organizational, Decision Making, Problem solving, Co-ordination. Liaisons and interpersonal skills within the limits of the Public sector. Personal attitudes, Responsiveness, Professionalism, supportive, Assertive and must be a team player.

**DUTIES** : Assist in planning/organizing and monitoring of objectives of the specialized unit in consultation with subordinates. Provide a therapeutic environment for staff, patients and public. Provide comprehensive, quality nursing cadre as a member of the multi-disciplinary team according to the identified needs of the patient, based on scientific principles. Delegate duties and support staff in the execution of patient care delivery. Provide direct and indirect supervision of all nursing staff/housekeeping staff and give guidance. Ensure continuity of patient care on all levels e.g. work book, handover rounds. Do readjustments as required on the shift to provide adequate nursing cover. Assist in record keeping and providing statistical information on training and staffing as requested including agency staff. Assist in evaluation of staff on work performance according to staff management system. Execute disciplinary code and grievance procedure executed up to a certain level then referred to the nurse to the nurse manager. Monitor financial resources with emphasis on cost containment and keeping of all records within the financial policies regarding tenders, procurement and the policy revenue generation e.g. UPFS order and monitor appropriate level of consumables. Check all equipment to ensure working order and refer for repairs. Assess the suitability of equipment and consumables for specialized areas. Give budget inputs regarding consumables and equipment budget for financial year. Assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. Assist in the planning coordination of training and promote learning opportunities for all nursing categories' i.e. on the job training.

**ENQUIRIES** : Mr. MM Zwane Tel No: (031) 530 1596  
**APPLICATIONS** : To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or emailed to: [pixley.recruitment@kznhealth.gov.za](mailto: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](http://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 34/2023. 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** : 21 July 2023.

**POST 23/377** : **PROFESSIONAL NURSE SPECIALTY (ADVANCED MIDWIFERY) REF NO: GROUT 02/2023 (X1 POST)**  
 Component: Groutville Clinic

**SALARY** : Grade 1: R431 265 per annum, Plus 8% rural allowance  
 Grade 2: R528 696 per annum, Plus 8% rural allowance  
 Benefits: 13<sup>th</sup> Cheque, home owner's allowance, and Medical aid optional (Employee must meet prescribed conditions)

**CENTRE** : Ilembe Health District Office  
**REQUIREMENTS** : **Grade 1:** Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree / Diploma in General Nursing Science plus, (1) year post basic qualification in Midwifery and Neonatal Nursing science (Advanced

midwifery), Current registration with SANC as General Nurse and Advanced midwifery, A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. **Grade 2:** Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus, Degree/Diploma in General Nursing Science plus, (1) year post basic qualification in Midwifery and Neonatal Nursing Science(Advanced midwifery),Current registration with SANC as General Nurse with Midwifery and Neonatal Nursing Science (Advanced midwifery) plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable Advanced midwifery experience after obtaining a one year post basic qualification in Midwifery and Neonatal Nursing Science(Advanced midwifery),previous and current work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (only if shortlisted) N.B All the above mentioned documents need not be attached on application but will be requested only if shortlisted. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory skills. Good interpersonal relationship skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

**DUTIES**

: Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined for obstetric unit. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Able to plan and organize own work and that of support personnel to ensure proper nursing. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according to Batho Pele Principles. Diagnose and manage obstetric emergencies in the absence of a Doctor e.g. Eclampsia, APH etc. Identify high risk clients during ante-partum and post-partum periods manage them or refer them according to policy. Develop mission and vision and objectives for obstetric unit. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in service training. Supervision of patients' reports and intervention, keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources. Facilitate facility perinatal Mortality review or meetings.

**ENQUIRIES APPLICATIONS**

: Mr. AP Makhani Assistant Nursing Manager PHC Tel No: (032) 551 3686  
 : All applications should be forwarded to: The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620, KwaDukuza, 4450 or Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza, 4450 OR email to [Ilembe.HRJobapplication@kznhealth.gov.za](mailto:Ilembe.HRJobapplication@kznhealth.gov.za)

**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](http://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 qualifications and other relevant documents on application only Z83 and CV required. 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)

- CLOSING DATE** : 28 July 2023
- POST 23/378** : **PROFESSIONAL NURSE – SPECIALTY (PAEDS) REF NO: BETH 29/2023**
- SALARY** : Grade 1: R431 265 per annum, (all –inclusive package)  
Grade 2: R528 696 per annum, (all –inclusive package)  
13th Cheque, 12% rural allowance, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
- CENTRE REQUIREMENTS** : Bethesda District Hospital - (Kwa Zulu - Natal)  
: **Grade 1:** Matric Certificate Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse A minimum of 4 years appropriate/ recognizable experience after registration as Professional Nurse with SANC in General Nursing Post Basic qualification in Child Nursing Science. Current Registration with SANC as a General Nurse and Child Nursing Science. **Grade 2:** Matric Certificate Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable Child Nursing Science experience after obtaining a one year post basic qualification in Child Nursing Science. Post Basic qualification in Child Nursing Science. Current Registration with SANC as a General Nurse and Child Nursing Science. Knowledge, Skills Training And Competencies Required Knowledge of Public service act, regulations and policies. Knowledge of SANC rules and regulations. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Good communication, verbal, written, leadership, interpersonal, problem solving, conflict management and decision making skills. Knowledge and experience in implementation of Batho Pele Principles, Patients Right's Charter and code of conduct. Knowledge of MNCWH programmes. Team building and diversity Management skills.
- DUTIES** : Implement neonatal health care programmes. Develop and implement quality assurances policies, standards and indication for Neonatal health care. Participate in Child PPIP meetings. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented. Ensure the use of Maternal and Child updated protocols and guidelines in the hospital. Maintain accurate complete patient's records. Develop and implement strategies for infection control and prevention for the unit. Assist the unit manager with overall management and support for effective functioning of the unit. Ensure proper utilization of resources. Promote good working relationship between staff and patients. Assist in supervision and development of all nursing staff. Participate in the implementation of National priorities clinical guidelines and protocol e.g. IPC, Quality Assurance etc. Ensure safe therapeutic and hygienic environment for patients, visitors and staff.
- ENQUIRIES APPLICATIONS** : Ms. ST Gumede (AMN) Tel No: (035) 595 3103  
: The Human Resources Manager, Bethesda Hospital, Private Bag X602, Ubombo, 3970. Hand delivered applications may be submitted at Human Resources office Bethesda Hospital Ubombo Main Road.
- 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](http://www.kznhealth.gov.za) and must 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 (Beth 19/2023). 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 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.

- CLOSING DATE** : 28 July 2023
- POST 23/379** : **PROFESSIONAL NURSE - SPECIALTY (OPHTHALMOLOGY) REF NO: EGUM 23/2023**
- SALARY** : Grade 1: R431 265 – R497 193.per annum  
Grade 2: R528 696.- R645 720.per annum  
Plus 13th cheque /service bonus plus Rural allowance 8% plus Home owners allowances: Employee must meet prescribed requirements plus Medical Aid (Optional)
- CENTRE** : E G & Usher Memorial Hospital
- REQUIREMENTS** : Grade 12 Certificate or equivalent. Degree/Diploma in General nursing and Ophthalmology nursing.1 (One) year post basic qualification accredited by SANC. Registration Certificates from South African nursing Council as a General nurse and Ophthalmology. Current registration with South African Nursing Council as General Nurse and Ophthalmology (Receipt 2023). Current and previous experience endorsed and stamped by Human Resource (Employment History). All the attachments /proof will be submitted by shortlisted candidates only. **Grade1:** A Minimum of (4) years appropriate recognisable experience in nursing after registration with SANC in General Nursing and Ophthalmology. **Grade 2:** A Minimum of (14) year's appropriate recognisable experience in nursing after registration with SANC in general nursing and Ophthalmology nursing. 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. 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. Patients right charter, Batho pele Principles, Labour Relations Act, Disciplinary Code and Procedure, Communications skills, report writing skills, computer literacy, facilitation skills, networking skills, problem solving skills, planning/organizing and ability to function as part of the team. Team building and cross culture awareness.
- DUTIES** : To render special Ophthalmology service needed, screening, diagnosing, treatment and referral for further care. Implementation of Comprehensive eye care services to attain quality patient care. Triaging of health problems according to prescribed norms and standards. Create and maintain a complete and accurate nursing record for individual health care can be provided optimally and safely. Maintain a constructive working relationship with members of the multidisciplinary health team and other stakeholders. Utilize human, material and financial resources effectively. Participate in health promotion and illness prevention initiatives. Disseminate information on epidemics, nutritional disease, maternal and infant morbidity and mortality and other common diseases. Communicate with the multidisciplinary health teams, organizations and special interest groups when dealing with community health issues and needs. Report and communicate on the continuity of care to the caregivers and members of the health team.
- ENQUIRIES** : Mr. MJ Mbali Tel No: (039) - 797 8100
- APPLICATIONS** : Please forward/deliver applications quoting the reference number to Human Resource Department, EG & Usher Memorial Hospital, Private Bag X 506, Kokstad, 4700. Hand delivered application may be submitted at Security Office (Application box available). Please note due to large number of applications received, applications will not be acknowledged. If you are not contacted by us three months after the closing date please regard your application as being

**FOR ATTENTION  
NOTE**

unsuccessful. Persons with disabilities should feel free to apply for these posts. Applicants that applied before must re-apply for the post.

: Human Resource Department  
: The following documents must be submitted: Application for Employment Form New (Z83), which is obtainable at any Government Department or from the Website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za), updated and fully detailed with experience Curriculum Vitae. In addition, Only shortlisted applicants will be requested to bring originals of qualifications, Identity document and proof of registration for related council when required in the advert. Faxed and emailed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. EGUM 03/2023.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 possession of a foreign qualification evaluation certificate from the South African Qualifications Authority (SAQA) the attachments /proof will be submitted by shortlisted candidates only). Non-RSA / Permanent Residents / Work permit holders the attachments /proof will be submitted by shortlisted candidates only). Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. If you have not heard from us within three months from the closing date, Please accept that your application has been unsuccessful. Please note that the target group in terms of the Employment Equity Target for this post is as follows: African Male, People with disabilities should feel free to apply NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.

**CLOSING DATE**

: 21 July 2023 at 16H00 afternoon

**POST 23/380**

: **ASSISTANT DIRECTOR: PATIENT ADMINISTRATION, REGISTRY &MORTUARY REF NO: NGWE 91/2023**  
Department: Patient Administration

**SALARY**

: R424 104 – R496 467 per annum. Other Benefits 13<sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional).

**CENTRE  
REQUIREMENTS**

: Ngwelezana Tertiary Hospital  
: Senior Certificate / Grade 12. National Diploma / Degree in Public Management / Public Administration / Health Services Management. 3 – 5 years appropriate supervisory experience in Systems Management preferable in Patient Records Administration and Mortuary Services. Valid driver's License. Knowledge, Skills, Attributes And Abilities Sound Knowledge of financial and human resources management. Computer skills. In-depth knowledge of records / information management prescripts. In-depth knowledge of patient administration duties. Good communication skills verbal and written. Planning leadership, evaluation, decision making, change management, diversity management. Ability to communicate well with people at all levels and from different background. Ability to work well under pressure, independently and with team. Report writing skill. Be service delivery orientated. Batho Pele Principles.

**DUTIES**

: Effectively, efficiently and economical utilization of allocated resources under divisions. Develop and implement Standard Operating Procedures relevant to improvement of service delivery. Actively involve on day to day patient administration office operations. Implement departmental approved strategies, procedures, projects including E-Health driving processes. Actively contribute to the formulation / review of components operational plan. Assist the facility to improve compliance on auditor's outcomes. Reduce turnaround time for external and internal medical records requests. Improve collection of demographics and enhance revenue collection. Reduce missing / loss of files. Improve and control systems on safe guarding of medical and general records management. Conduct internal assessment, identify risks and come up with mitigation strategies. Improve filing system. Ensure continuity of scanning of

files and electronic registration of clients. Ensure daily reconciliation of issued files and compile database for follow-ups. Manage general and medical record archiving areas. Identify services to be outsourced, recommend and manage contracts for mortuary services. Monitor servicing of equipment and compliance with health and safety and IPC guidelines. Compile monthly stats-headcount, revenue collection, delegations/ write offs. Ensure 24/7 coverage at patient administration and workable hand over system. Perform supervisory roles and identifying training needs and train staff. Be willing to work extended hours when necessary. Perform other duties as delegated by supervisor / EXCO.

**ENQUIRIES  
APPLICATIONS**

: Mr. PEZ Zulu Tel No: (035) 901 7060  
 : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni, 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni 3880

**FOR ATTENTION  
NOTE**

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

**CLOSING DATE**

: 21 July 2023

**POST 23/381**

: **ASSISTANT DIRECTOR: LABOUR RELATIONS REF NO: ADD/LR1/2023**  
 Sub –Component: HRM: Labour Relations

**SALARY**

: R424 104 – R496 467 per annum (Level 09), Plus 13th Cheque, Medical Aid: Optional, Housing Allowance (Employee must meet minimum requirements)

**CENTRE  
REQUIREMENTS**

: Addington Hospital: KwaZulu Natal  
 : Senior Certificate /Grade 12,A National Diploma/Degree as recognised by SAQA in Human Resource Management/ Public Administration/ Public Management or Industrial Relations. A minimum of 3-5 years administrative/ clerical experience in labour relations component. Certificate of Service). Recommendation: Valid EB Driver's License (Code 8). Certificates: "Introduction to PERSAL" and "MS: Word/ Excel/ Outlook". Knowledge, Skills Training And Competencies Required: Sound knowledge of HR prescripts, policies and procedures. Extensive knowledge of computerized personnel and salary systems (PERSAL), MS Packages and application thereof. Communication and interpersonal skills is a necessity. Leadership skills. Sound organizing, planning and problem solving skills. Conflict Resolution and Negotiating skills. Ability to train and develop staff with procedures and policies.

- DUTIES** : Ensure the effective, efficient and economical management of allocated resources of the component. Manage the day to day functioning of the Labour Relations section in the Hospital in order to ensure that the high quality of services is being provided. Maintain and promote sound employer/ employee relations within the Hospital and all primary health care facilities linked to the hospital. Deal with grievances, discipline and misconduct cases in terms of the laid down policies and procedures and preside over disciplinary enquiries .Participate in the development of Staff Relations strategies and policies. Monitor the implementation and adherence to Labour Relations policies and procedures .Ensure a functional IMLC. Monitor the implementation of PSCBC and IMLC resolutions. Provide sound management of grievance and disciplinary procedures. Provide effective conflict management in the institution .Compile, maintain and submit relevant statistics .Advise management and staffs on all aspects of labour relations including relevant prescripts/ policies and guidelines. Represent the institution at conciliating, arbitration seating. Conduct in service training.
- ENQUIRIES** : Mr S Mleko Tel No: (031) 327 2574
- APPLICATIONS** : All applications should be forwarded to: Attention: The Human Resource Department, Addington Hospital, P O Box 977, Durban, 4000 OR dropped off in the Application Box at Security, Staff Entrance, Prince Street, 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** : 21 July 2023
- POST 23/382** : **PHYSIOTHERAPIST GRADE 1, 2,3 REF NO: NGWE 93/2023**  
Department: Physiotherapy Department
- SALARY** : 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<sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional), 12% In-hospitable area allowance.
- CENTRE** : Ngwelezana Hospital
- REQUIREMENTS** : National Senior Certificate / Grade 12. Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Physiotherapist. Initial and Current registration with the HPCSA as a Physiotherapist. **Grade 1:** No experience required after registration with the Health Professions Council of South Africa (HPCSA) as Physiotherapist. **Grade 2:** A minimum of ten (10) years relevant experience after registration with the Health Professional Council (HPCSA) as a Physiotherapist. **Grade 3:** A minimum of twenty (20) years relevant experience after registration with the Health Professional Council (HPCSA) as Physiotherapist. Knowledge, Skills, Attributes and Abilities: Communication skills. Good interpersonal skills. 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. Good communication and interpersonal relations. Labour relations practices. Basic



		computer literacy. Report writing. Basic hygiene principles. Ability to operate machinery. Batho Pele principles.
<b><u>DUTIES</u></b>	:	Initiate appropriate physiotherapy intervention programs for patients suffering from immobility. Assess and evaluate physical disabilities caused by neurological disorders, stroke, diseases or injuries. Bring wellness and mobility in physical disabilities caused by injuries, stroke or other neurological disorders through physiotherapy treatment programs. Handle pain and physical problems caused by illnesses, disabilities and injuries. Manage and treat patients with disabilities in home and community care. Collaborate with multidisciplinary teams to provide patient care and comfort. Maintain and update patient records and documents. Provide quality physiotherapist treatment to the highest possible levels. Consult and collaborate with consulting physicians and other medical professionals in providing physiotherapy treatments. Teach patients and their families about self-care treatment interventions.
<b><u>ENQUIRIES</u></b>	:	Mr. Maulu Tel No: (035) 901 7000
<b><u>APPLICATIONS</u></b>	:	Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni 3880
<b><u>FOR ATTENTION</u></b>	:	Mr MP Zungu
<b><u>NOTE</u></b>	:	Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.
<b><u>CLOSING DATE</u></b>	:	21 July 2023
<b><u>POST 23/383</u></b>	:	<b><u>DENTAL THERAPIST REF NO: CBH25/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade1 R359 622 – R408 201 per annum Grade2 R420 015 - R477 771 per annum Other Benefits: Medical Aid: optional, 13 <sup>th</sup> Cheque
<b><u>CENTRE</u></b>	:	Catherine Booth Hospital
<b><u>REQUIREMENTS</u></b>	:	Standard 10 or Grade 12. A degree or diploma in Dental Therapy . Current registration with the HPCSA as Dental Therapist . Valid unendorsed code B drivers license (code 8).Good communication skills. Self-motivated and goal orientated. Good interpersonal relations. Good organizing skills. Knowledge of infection ,preventions and control protocols. Computer literacy.
<b><u>DUTIES</u></b>	:	Performing oral health procedures including aiding in preparing of instruments and material for the dental procedures: Pain relief & sepsis management, restorations, fissure, sealants, scaling and polishing .Community outreach

programmes . Supervision, mentoring and teaching of Dental therapy and oral hygiene related topics within the unit. Cleaning and sterilization of instruments. Ordering of consumables as needed. Do inventory of dental instruments. Adhere to the health care waste management legislation and principles. Perform administrative duties. Perform all functions as related to the scope of practice of a Dental Therapist. Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources.

- ENQUIRIES** : Dr. S.M. Dlodla 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** : 21 July 2023
- POST 23/384** : **SAFETY OFFICER REF NO: NGWE 94/2023**
- SALARY** : R359 517 – R420 402 per annum. Other Benefits 13<sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional).
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. National Diploma / Degree in Safety Management / Environmental Health. A minimum of 3-5 years relevant experience in Safety Management / Environmental Health. Valid Code EB driver's license. Knowledge, Skills, Attributes and Abilities: Knowledge of relevant legislations pertaining to Occupational Health Safety. Identification, control, elimination and monitoring of hazards. Health education and administration of the services. Knowledge of computer literacy. Accident investigation. Disaster management.
- DUTIES** : Identification of potential situations that could lead to injury/disability/death of staff member/visitor. Property damage or loss, internal disaster, medico-legal claim and reporting thereof to the Systems Management. Ensuring the delegate management and administrative functions are carried out timely and correctly in order for health and safety to function in the institution. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of the health and safety training, orientation and induction programmes. Participate in safety audits for the institution in compliance with the occupational health and safety Act, 85 of 1993. Assisting the occupational health and safety manager in ensuring that building, construction, plants and machinery meet and maintain compliance certificates that are regulated by the occupational health and safety Act, 85 of 1993 and its regulation. Organize and record the Disaster drills. Ensure that all employees and service providers within the hospital complies with the required safety protocols.
- ENQUIRIES** : Mr PEZ Zulu Tel No: (035) 901 7060
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
- FOR ATTENTION** : Mr MP Zungu

- NOTE** : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. 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](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.
- CLOSING DATE** : 21 July 2023
- POST 23/385** : **EMPLOYEE ASSISTANT PROGRAMME PRACTITIONER REF NO: BETH 27/2023**
- SALARY** : R359 527 per annum, (all –inclusive package). 13th Cheque, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
- CENTRE REQUIREMENTS** : Bethesda District Hospital - (Kwa Zulu - Natal)  
: Senior Certificate/ Grade 12. An appropriate bachelor's degree in psychology/Industrial Psychology or Social Work. Current registration with relevant statutory body e.g. South African Council for Social Services professional (SACCP) Current registration with relevant statutory body e.g. South African Council for Social Services professional (SACCP) Recommendation Valid Driver's Licence Computer Software applications certificate Knowledge, Skills Training And Competencies Required Knowledge of legislation and prescripts related to employee assistance programme. Counselling skills, Report writing and presenting skills, Crisis management, Medical assessment skills, Alcoholism/alcohol abuse assessment skills, Interpersonal skills, Maintenance of ethical code of conduct, Good communication and interpersonal skills, Ability to handle confidential matters and Computer literacy.
- DUTIES** : Promote quality employee assistance programme. Educate all staff on employee assistance programme. Develop, implement and review EAP policies and procedures in the Hospital and attached clinics. Establish referral system with internal and external service providers. Promote and coordinate health lifestyle within the Hospital and attached clinics. Develop , plan and manage EAP sub-programmes such as wellness programmes, alcohol and drug rehabilitation programmes/counselling, financial planning and life skills training, marital and family counselling .Plan and manage all EAP related programmes and events throughout the year. Provide input regarding budget allocation for the EAP. Provide case management reports on EAP, do follow ups, provide and analyse statistics which would inform trends and incidents of EAP related issues. Conduct needs assessment for employees within the Hospital and attached clinics. Monitor progress of treatment and take necessary step to provide follow – ups services. Provide report and statistics on EAP services in the hospital and clinics .Maintain confidential records of all

		staff who use EAP services in hospital. Management of the institutional employee's wellness programmes. Management of employees' on temporal incapacity leave. Coordinate employees' events and awareness campaigns. Evaluate and monitor the effectiveness of the EAP in the hospital
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr. LS Magutshwa (Assistant Director: HRM) Tel No: (035) 595 3105 The Human Resources Manager, Bethesda Hospital, Private Bag X602 Ubombo 3970. Hand delivered applications may be submitted at Human Resources office Bethesda Hospital Ubombo Main Road.
<b><u>NOTE</u></b>	:	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 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 (Beth 19/2023). 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
<b><u>CLOSING DATE</u></b>	:	28 July 2023
<b><u>POST 23/386</u></b>	:	<b><u>ARTISAN FOREMAN REF NO: NGWE 92/2023</u></b> Department: Maintenance
<b><u>SALARY</u></b>	:	R344 811 – R39 592 per annum. Other Benefits 13 <sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional).
<b><u>CENTRE REQUIREMENTS</u></b>	:	Ngwelezana Tertiary Hospital Senior Certificate / Grade 12. N3 Certificate in Electrical. Appropriate Trade Test Certificate (in Electrical) in terms of section 13(2) (h) of the Manpower Act of 1981 as amended. Five (5) years post qualification experience required as an Artisan / Artisan Foreman in electrical field Valid driver's license Knowledge, Skills, Attributes and Abilities Knowledge of relevant legislations pertaining to Occupational Health Safety. Identification, control, elimination and monitoring of hazards. Health education and administration of the services. Knowledge of computer literacy. Accident investigation. Disaster management.
<b><u>DUTIES</u></b>	:	Repair equipment and facilities according to standards. Daily reporting of faults, job progress and daily completion of job cards / time sheet. Undertake technical and other such investigations as required by the chief artisan. Quality assurance of produced objects. Inspect equipment and / or facilities for technical faults. Service equipment and / or facilities according to standards. Test repaired equipment and / or facilities against specifications. Be responsible for material issued and completion of job cards. Be responsible to ensure cleaning of the workplace / workshop in carried our property. Exercise control over equipment / tools and keep them in good working condition. Assume overall control of responsibility for the supervision and guidance of subordinates. To perform standby duties and after hours call out. These duties at times can include duties associated with other trades. Be prepared to visit primary health clinics to perform maintenance duties when required. To take responsibility for in-house training and advancement of subordinates. Provide inputs for operational plan, compile and submit reports
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr PEZ Zulu Tel No: (035) 901 7060 Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
<b><u>FOR ATTENTION</u></b>	:	Mr MP Zungu

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

**CLOSING DATE** : 21 July 2023

**POST 23/387** : **ICT FUNCTIONAL SYSTEMS ADMINISTRATOR REF NO: G87/2023 (X27 POSTS)**  
(3 Years Contract)  
Cluster: Information Technology

**SALARY CENTRE REQUIREMENTS** : R294 321.per annum (Level 07)  
: Head Office: Pietermaritzburg  
: Must have completed Matric (Grade 12). PLUS 3 years relevant ICT Diploma/Degree with majors in Information Systems. PLUS Must have a valid driver's license. Recommendation: Experience in ICT Systems support. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Recommendations: Knowledge, Skills, Training And Competencies Required: The incumbent of this post will report to the CEO of health facility, and will be responsible to provide an effective and efficient onsite ICT Systems support to include hardware and software problem solving. The ideal candidate must possess: knowledge in the following, Use and application of ICT Systems, Public Service Act and Regulations, Promotion of Access to Information Act, Public Finance Management Act and Treasury Regulations The following skills, Computer skills – MS Office suite, Computer skills – MS Office suite, Time management, Listening, Interpersonal, Communication – written and oral, Negotiation, Report writing, Problem solving, Decision making -Technical, Self-discipline and able to work under Pressure with minimum supervision.

**DUTIES** : The successful candidate will be responsible for amongst others: Provide ICT systems trouble shooting solutions to end users. Setup of basic ICT equipment Provide ICT systems training support. Receive, attend, update, resolve incidents assigned and generate incident report.

**ENQUIRIES APPLICATIONS** : Mr B C Mbatha Tel No: (033) 395 2830  
: All applications should be forwarded to: The Chief Director: Human Resource Management Services: KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 OR Hand delivered to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower

**FOR ATTENTION NOTE** : Miss N.S Buthelezi  
: 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 at request if shortlisted. Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can attach course certificates only applicable to the post requirements. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful.

- CLOSING DATE** : 21 July 2023
- POST 23/388** : **SUPPLY CHAIN CLERK SUPERVISOR REF NO: NGWE 95/2023**
- SALARY** : R294 321 – R334 194 per annum. Other benefits 13<sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional).
- CENTRE** : Ngwelezana Tertiary Hospital
- REQUIREMENTS** : Senior Certificate / Grade 12. 3-5 years' experience in supply chain management component. Knowledge, Skills, Attributes And Abilities Ability to adhere to policies and practices well. Ability to keep abreast of work related developments. Knowledge of and understanding of the operational framework and the lineage thereof with the financial system of the department. Ability to apply technical professional knowledge and skills in immediate work area, Treasury regulations and practice notes. Management and organizational skills. Sound communication. Knowledge of current health and public service legislation regulations and policies. Computer literacy. Planning, organizing, decision making and conflict management skills. Decision making and problem solving.
- DUTIES** : Supervise acquisition management, logistic management, contract demand management and other SCM delegates to supervise. Ensure that quotations are evaluated and awarded as per KZN – DOH SCM process. Compile all SCM reports and ensure that it is submitted on time. Ensure compliance with department Norms and standards. Ensure that all documents received for order issuing are verified in term of correctness and compliance. Authorize orders and ensure that payments are done within 30 days. Monitor SCM registers. Monitor staff performance through EPMDs. Verify all received goods for quality and quantity against ordering document and make a follow up if the delivery conditions reflected on the order form are not complied with. Maintain a proper record of all inventory items of the hospital.(RIVD template). Ensure that stocktaking is conducted on quarterly basics. Ensure that bidding document with adequate information for prospective bidder are in line with SCM prescript and policies.
- ENQUIRIES** : MRS S Menyuka Tel No: (035) 901 7000
- APPLICATIONS** : Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X 20021, Empangeni 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni 3880.
- FOR ATTENTION** : Mr MP Zungu
- NOTE** : Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official

letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. 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](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.

- CLOSING DATE** : 21 July 2023
- POST 23/389** : **HUMAN RESOURCE PRACTITIONER (HRD & LABOUR) REF NO: PHO 17 /2023**
- SALARY** : R294 321 – R343 815 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Pholela Community Health Centre  
: Senior certificate (Grade 12). Degree/National Diploma in Human Resource Management/ Public Management or Public Administration as recognized by SAQA. At least 3 to 5 years' experience in Human Resource Management. Valid Code B Driver's License. Knowledge and skills: Sound experience in Human Resource Management. Thorough knowledge of the procedures, policies and prescripts relating to Human Resource Management. In depth of a computerized Personnel Administration system (PERSAL). Strong supervisory skills and Interpersonal relations Skills. Communication skills written and spoken. Computer skills inclusive PERSAL system.
- DUTIES** : Develop and implement WSP. Perform duties as a skills development facilitator. Develop and maintain database for HRD training programme. To perform Human Resource Planning Functions. Monitor the implementation of HRD Strategies/projects: Internship, Bursaries and workplace. Integrated Learning. Compile and monitor utilization of budget allocated to HRD and planning for the institution. Assist managers with continuous assessment of training needs. Monitor the implementation of EEP. Ensure proper and full implementation of EPMDs. Provide logistics for in-service. Conduct training and ensure analysis of training needs. Compile statistics and keep records of training undertaken. Provide and perform secretarial duties for IHETD Committee and all HR Planning and Development related meetings. To render and effective advisory service to management and employees in the hospital. Ensure the effective implementation of all human resource policies and legislation relating to human resource development and planning. Check and approve transactions on PERSAL and ensure effective and efficient record keep. Assist with attending Grievances, Disciplinary and Misconduct cases in terms of laid down policies. Capturing of all cases, submission of monthly stat.
- ENQUIRIES APPLICATIONS** : Mr. MA Ngubeni Tel No: (039) 8329491  
: Direct your application quoting the relevant reference number to: The Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer, 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.or email to: Mfanafuthi.Ngubeni@kznhealth.gov.za
- NOTE** : The following documents must be submitted: An Application for Employment form (Z83) **NEW** form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). **Comprehensive CV** (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's

license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. E-mailed applications will be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must apply, the evaluation certificate from the South African Qualifications Authority (SAQA) to their application will be requested only from shortlisted candidates. Non-RSA Citizens/Permanent Residents/Work Permit holders must apply the permit documents will be requested only from shortlisted candidates, The appointments are subjected to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity in all level of all occupational categories in the department. People with disabilities are encouraged to apply.

- CLOSING DATE** : 21 July 2023
- POST 23/390** : **FINANCE CLERK SUPERVISOR REF NO: NGWE 96/2023**
- SALARY** : R294 321 – R334 194 per annum. Other Benefits 13<sup>th</sup> Cheque, Housing Allowance (Employee must meet prescribed requirements), Medical Aid (Optional).
- CENTRE REQUIREMENTS** : Ngwelezana Tertiary Hospital  
: Three (3) to five (5) years' experience in Budget and Expenditure Control. Knowledge, Skills, Attributes And Abilities In-depth knowledge of budgeting control and financial management area of operation and associated processes. Good knowledge of Public Finance Management as well as relevant Acts and Regulations. Interpersonal and problem solving skills. Good organizational and planning skills and ability to make independent decision. Knowledge of departmental and transversal systems e.g. (BAS and Vulindlela). Ability to plan, organize, build team spirit and meet deadlines. Knowledge of MS office Software applications.
- DUTIES** : Authorize commitments, payments, receipts and journals on BAS. Draw, analyze and present financial reports. Monitor spending trend and institute corrective measures e.g. journaling process and virements. 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 EPMS requirements.
- ENQUIRIES APPLICATIONS** : Mr. TV Nxumalo Tel No: (035) 901 7000  
: Applications should be directed to: The Deputy Director: HRM – Ngwelezana Hospital, Private Bag X20021, Empangeni, 3880 OR Hand Delivered to: The Human Resource Department - Ngwelezana Hospital, Thanduyise Road, Empangeni, 3880.
- FOR ATTENTION NOTE** : Mr MP Zungu  
: Applicants are submitting Z83 and CV only, no other attachments must accompany the application. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. 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](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae.



The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. 21 July 2023

- CLOSING DATE** : 21 July 2023
- POST 23/391** : **PRINCIPAL TELECOM OPERATOR REF NO: PHO 16 /2023**
- SALARY** : R241 485 – R281 559 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE** : Pholela Community Health Centre
- REQUIREMENTS** : Senior certificate (Grade 12) or equivalent qualification plus. At least 02 to 03 years' experience in Switchboard. Recommendations: Ms Software Package (Ms WORLD, Ms PowerPoint, Ms Outlook, etc.)Valid Code B Driver's License. Knowledge and skills: Knowledge of the functions and regulations applicable to the area of operation. Applicable public service procedures, practices. Knowledge of office procedures, practices, Report writing, staff supervision, Planning and organizing skills. Decision making skills, communication skills, problem solving skills, computer skills.
- DUTIES** : Ensure that telecommunication equipment is in working order at all times, Ensure that equipment is tested regularly, report faulty timeously, ensure the payment of telephone accounts by staff members of private calls, extract and distribute computer printouts to all staff members on the monthly basis, ensure that disaster management procedures are implemented correctly, liaise with service providers regarding telephone movement or installation of existing and new lines in the institution. Supervise telecommunication activities and staff, provide orientation, training and supervising of staff to manage the switchboard and telephone etiquette. Orientate staff in correct discipline and grievance procedures, Management of EPMS for staff, Management of day to day function of the department.
- ENQUIRIES** : Mrs. ZP Ntuli Tel No: (039) 832 9491
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer, 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.or Email to: Mfanafuthi.Ngubeni@kznhealth.gov.za.
- NOTE** : The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za.Comprehensive](http://www.kznhealth.gov.za.Comprehensive) CV (with detailed experience).Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022.Failure to comply with the above instructions will lead to disqualification of applicants. E-mailed applications will be accepted. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications must apply, the evaluation certificate from the South African Qualifications Authority (SAQA) to their application will be requested only from shortlisted candidates. Non-RSA Citizens/Permanent Residents/Work Permit holders must apply the permit documents will be requested only from shortlisted candidates, The appointments are subjected to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship),

verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity in all level of all occupational categories in the department. People with disabilities are encouraged to apply.

- CLOSING DATE** : 21 July 2023
- POST 23/392** : **ARTISAN PRODUCTION GRADE A-ELECTRICAL REF NO: HRM 43/2023 (X1 POST)**
- SALARY** : R202 233 - R235 611 per annum, including benefits  
**CENTRE** : King Edward VIII Hospital complex  
**REQUIREMENTS** : Grade 10 plus Appropriate Trade Test Certificate plus Artisan Grade A: at least 0-2 years appropriate/recognizable experience in an area after obtaining the relevant trade certificate plus Valid driver's license Knowledge, Skills, Training and Competencies Required: Technical analysis knowledge, Problem solving and analysis, Decision making, Analytical skills, Customer focus and responsiveness, Communication, Planning and organizing, Able to read schematic drawings (electrical) and design basic circuit and wire-up accordingly.
- DUTIES** : Perform operational and maintenance functions within the institution, Assume overall responsibility for ensuring that unplanned maintenance and repairs is carried out timeously, Be responsible to ensure cleaning of workplace /workshop is carried out properly, Exercise control of Tradesman Aid and Handyman, Exercise control over equipment/tools to keep them in good working order 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 lecturers, To perform standby duties and after hours call outs, these duties at times can include the duties associated with other trades such as the electrical, Working overtime with remuneration when considered and with the approval of the Maintenance Supervisor, Do inspection of essential services, perform function as required including emergency situation
- ENQUIRIES** : Dr. N. Khuzwayo Tel No: (031) 360 3033  
**APPLICATIONS** : All applications can either be submitted via email to [twiggy.garib@kznhealth.gov.za](mailto:twiggy.garib@kznhealth.gov.za) or hand delivered at King Edward VIII Hospital complex and placed in the red application box situated next to the ATM in the Admin. Building
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za), and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary plus proof of previous and current experience (certificate of service) and stamped by HR, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref KE 28/2023. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representativity in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)
- CLOSING DATE** : 21 July 2023

<b><u>POST 23/393</u></b>	:	<b><u>DENTAL ASSISTANT GRADE 1 REF NO: CBH24/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R196 536 – R222 615 per annum Grade 2: R228 900 – R264 870 per annum
<b><u>CENTRE</u></b>	:	Other Benefits: Medical Aid: optional, 13 <sup>th</sup> Cheque Catherine Booth Hospital
<b><u>REQUIREMENTS</u></b>	:	Standard 10 or Grade 12. Appropriate qualification that allows registration with the HPCSA as a Dental Assistant .Current registration with the HPCSA as Dental Assistant. Valid unendorsed code B drivers license (code 8). Good communication skills. Self-motivated and goal orientated. Good interpersonal relations. Good organizing skills. Knowledge of infection ,and control protocols. Computer literacy. Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources.
<b><u>DUTIES</u></b>	:	Assist clinicians with oral health procedures, preparing of instruments and material for the dental procedures. Cleaning and sterilization of instruments. Ordering of consumables as needed. Do inventory of dental instruments. Adhere to the health care waste management legislation and principles Perform administrative duties. Perform all functions as related to the scope of practice of a Dental Assistant.
<b><u>ENQUIRIES</u></b>	:	Dr. S.M. Dlodla Tel No: (035) 474 8402
<b><u>APPLICATIONS</u></b>	:	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.
<b><u>NOTE</u></b>	:	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.
<b><u>CLOSING DATE</u></b>	:	21 July 2023
<b><u>POST 23/394</u></b>	:	<b><u>FOOD SERVICE AID SUPERVISOR REF NO: HRM 42/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R171 537 - R199 461 .per annum (Level 04), including benefits
<b><u>CENTRE</u></b>	:	King Edward VIII Hospital complex
<b><u>REQUIREMENTS</u></b>	:	3-5 years food service experience of which one must have hospital catering experience. Recommendations: Computer Literacy, Basic knowledge of IPC, Food Safety and Health and Safety, Professional Cookery Knowledge, Grade 12 Knowledge, Skills, Training And Competencies Required: Good organizing, decision making, problem solving and interpersonal skills, Good verbal and written communication skills, accuracy skill, Shift worker at King Edward Hospital and St. Aidan's, Knowledge of HACCP.
<b><u>DUTIES</u></b>	:	To ensure that the Catering Services provided is according to the Agreed Service Level Agreement, To comply with all legislations Food safety, IPC, Health & Safety, PFMA and SCM, to attend all training courses, in-service training, and all catering required meetings, To assist with monitoring of kitchen equipment, Stock take and update equipment register, To ensure all audits are completed monthly, food safety, Health and Safety, IPC and financial audits, To assist with risk assessment and disaster management, To assist with all administrative duties, process monthly account and general administration duties, To act as Food Service Manager in his/her absence, The Head of Department or his/her nominee reserve the right to make changes and alterations to his job description, as he/she may deem reasonable to his job description, as he/she may deem reasonable after due consultation with the post holder
<b><u>ENQUIRIES</u></b>	:	Dr. N. Khuzwayo Tel No: (031) 360 3033

- APPLICATIONS** : All applications can either be submitted via email to [twiggy.garib@kznhealth.gov.za](mailto:twiggy.garib@kznhealth.gov.za) or hand delivered at King Edward VIII Hospital complex and placed in the red application box situated next to the ATM in the Admin building.
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za), and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary plus proof of previous and current experience (certificate of service) and stamped by HR, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref KE 28/2023. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, There will be no payment of S&T Claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)
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