

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

**ERRATUM: GENERAL JUSTICE GIZENGA MPANZA REGION HOSPITAL:** Kindly note that the following posts that were advertised in Public Service Vacancy Circular 22 of 2023 dated 30 June 2023: Human Resource Officer (Supervisor): HR Practices with Ref No: GJGM46/2023 (X1 Post) and Artisan Foreman: Electrician with Ref No: GJGM47/2023 (X1 Post) have been withdrawn. **GREYTOWN HOSPITAL (PHC NTEMBISWENI CLINIC):** Kindly note that the following post was advertised in Public Service Vacancy Circular 22 dated 30 June 2023, The Reference number have been amended as follows (1) Clinical Nurse Practitioner: Greytown Hospital (PHC Ntembisweni Clinic): (UMzinyathi District) with Ref No: GTN 24/2023; The closing is extended to 28 July 2023. **INKOSI ALBERT LUTHULI CENTRAL HOSPITAL:** Kindly note that the following post of Medical Officer in Cardiothoracic Surgery with Ref No: MO Cardiot Surg/1/2023 that was advertised in Public Service Vacancy Circular 23 dated 07 July 2023, the post is withdrawn. **HEAD OFFICE: EMERGENCY MEDICAL SERVICES:** Kindly note that the following post was advertised in Public Service Vacancy Circular 23 dated 07 July 2023, The post has been amended as follows: Medical Officer: Grade 1-2 with Ref No: M 04/2023; the relevant Centre is Head Office: Emergency Medical Services and the requirements are Matric Certificate (Grade 12) Plus, MBChB degree or equivalent qualification as a base qualification Plus, Registration as medical practitioner with HPCSA Plus, A clinical experience after obtaining the qualification Plus, Five years' experience after registration with HPCSA as a Medical Practitioner. The closing date has been extended to 28 July 2023. **KZN COLLEGE OF EMERGENCY CARE:** Kindly note that the following post was advertised in Public Service Vacancy Circular 23 dated 07 July 2023, The post has been amended as follows: Course Coordinator with Ref No: G88/2023; the relevant requirements are Matric Certificate. PLUS CCA / National diploma / B-Tech in Emergency Medical Care. PLUS Current Registration with HPCSA as a Paramedic / Emergency Care Provider. Plus 3 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. The Closing date has been amended to the 28 July 2023. **ILEMBE HEALTH DISTRICT:** Kindly note that the following 1 post was advertised in Public Service Vacancy Circular 23 dated 07 July 2023. The closing date has been amended as follows for post Operational Manager PHC stream (Shakaskraal Clinic) with Ref No: SHAK 01/2023. Closing date is 28 July 2023.

**OTHER POSTS**

<b><u>POST 24/118</u></b>	:	<b><u>MEDICAL SPECIALIST (GR 1,2,3) REF NO: GS 53/23 (X1 POST)</u></b> Component: General surgery
<b><u>SALARY</u></b>	:	Grade 1: R1 214 805 per annum, all-inclusive package Grade 2: R1 386 069 per annum, all-inclusive package Grade 3: R1 605 330 per annum, all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form annually.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Pietermaritzburg Metropolitan Hospitals Complex <b>Grade 1:</b> Experience: Not Applicable. Registration with HPCSA as a Medical Specialist <b>Grade 2:</b> Experience: 5 years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant Discipline. <b>Grade 3:</b> Experience: 10 years' experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in the relevant Discipline Senior Certificate (Grade 12) or equivalent MBChB Degree or equivalent Specialist qualification Plus Registration with the Health Professions Council of South Africa as a Medical Specialist in General Surgery

Current Registration (2023-2024) with HPCSA as a Specialist General Surgeon and for Independent Practice Certificate of Registration as a Specialist General Surgeon and for Independent Practice NB! (Only shortlisted candidates will be required to submit proof of all documents.) Knowledge, Skills and Experience: Knowledge of appropriate specialist level procedures and protocols within the field of general surgery Sound knowledge of Human Resource management. Financial Management: monitoring of expenditure, Essential Drug List, Management functions: policy analysis and implementation, strategic management, project management, information management, total quality management and improvement, legal aspects, patient care and service delivery, applicable mandatory requirements and Acts, Regulations, Protocols and Guidelines used in Health Services.

- DUTIES** : Participate in the delivery of in-patient and out-patient general surgery service within the Pietermaritzburg Metropolitan Hospitals Complex based at Grey's hospital Management of patients requiring general surgery Assisting in the management of the surgical database Function as the intern curator when required Inter-disciplinary coordination of the management of general surgery patients Supervision of the surgical trainees and interns rotating through the unit. Ensuring the highest standards of clinical, professional, and ethical behaviour. Undertake teaching of interns, undergraduate medical students, postgraduate general surgery trainees, and allied health care personnel Conduct, assist, and stimulate research within the ethical guidelines of the Health Care Act. Promote education in cancer prevention. Develop management protocols for the general surgery service in accordance with the Hospital and Department policies; Provide appropriate surgical care to general surgery patients; Maintain the effective and efficient utilisation of human resources in respect of :overseeing and supervising general surgery staff in the execution of their duties; training staff and promoting ongoing staff development in accordance with their individual and departmental development needs; recruiting and selecting staff in accordance with government prescripts; assessing performance of general surgery staff; allocating general surgery personnel to respective wards and call roster Provide measures and guidance on quality assurance to comply with set quality standards; Incumbent to provide general surgery outreach services in the Pietermaritzburg Metropolitan Hospitals Complex and Area 2 Foster collaboration with other hospitals within and outside the district; Exercise cost control over the activities of the department in line with the allocated budget; Participate in all academic and clinical meetings of the general surgery Department; Participate in departmental research activities Accept responsibility for continuous professional development to keep up to date with new developments in the field of expertise and related fields. Any other duties as assigned by the Head of Department.
- ENQUIRIES** : Dr V Govindasamy Tel No: (033) 897 337
- APPLICATIONS** : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200
- FOR ATTENTION** : Mrs M. Chandulal
- NOTE** : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, African Female or Coloured Male.
- CLOSING DATE** : 28 July 2023
- POST 24/119** : **DEPUTY MANAGER: NURSING REF NO: TCHC 01/2023**  
Department: Nursing Management Service
- SALARY** : R930 747 – R1 045 731 per annum, all-inclusive package, (This inclusive package consists of 70% basic salary and 30% flexible portion that can be structure in terms of the applicable rules)
- CENTRE** : Tongaat Community Health Centre
- REQUIREMENTS** : Grade 12/Senior Certificate. Basic R425 Qualification i.e. Diploma or Degree in Nursing or equivalent qualification that allows registration with South Africa Nursing Council (SANC) as a Professional Nurse. Certificates of Registration with SANC as a Professional Nurse. Only shortlisted candidates will submit proof of current registration with SANC (2023 receipt). Experience: A Minimum of 9 years Appropriate/Recognizable Experience in Nursing after Registration as a Professional Nurse with SANC in General Nursing. At least 4 years of the Period Referred to Above must be Appropriate/Recognizable Experience at

Management Level as an Assistant Manager: Nursing. Recommendations: Diploma in Primary Health Care accredited with SANC. Degree or Diploma in Nursing Administration/Management accredited with SANC. Knowledge, Skills and Competencies: Demonstrate in depth knowledge and understanding of Health Related Acts, Nursing Statutory Regulations and Guidelines, and other relevant Legal Framework i.e. Nursing Act and Regulation, Code of Ethics, Professional Practice of the South African Right Charter, Batho Pele Principles, Public Service Regulations, Grievance and Disciplinary Procedure. Good Communication, Report Writing and Facilitation, Leadership, Analytical Skills, Organizational Decision Making and Problem Solving Skills, Interpersonal Skills, Diplomacy, etc. Good Human Relation Displaying a Concern for Patients, Promoting and Advocating Proper Treatment and Care including willingness and awareness to respond to Patient's Need. Good Financial and Human Resources Management.

**DUTIES**

: To provide Leadership and Facilitate Strategic Planning, Policy Planning, Development and Implementation. To exercise overall control over Nursing Care, including information and implementation of Nursing Programs, Execution and Evaluation. To execute duties and function with proficiency, supporting the aim and Strategic Objectives of this Facility and of the Department of Health. To Demonstrate Facility's Commitment to Quality Nursing Care and ensure compliance with Norm and Standards. Facilitate and oversee the development of Nursing Operation/Business Plans to give Strategic Direction by managing and coordinating the activities of the Component. To ensure Identification, Selection, Recruitment and Development of Nursing Staff. To ensure Control of disciplinary matters, Grievances and Labour Issue in the Nursing component. Advocate and promote Nursing Ethos and Professionalism Maintaining the Image of Nursing. Plan, manage, coordinate, monitor and evaluate Service Delivery. Facilitate cost control in the utilization of both Human and Material Resources. Advise CHC Manager and Management Team on Norms and Standard of Nursing Practices. Ensure systems and processes are in place to Support implementation of Objectives. Facilitate clinical workshops and meetings to update Nursing Staff. Ensure compliance with all relevant Legislations Including OHS Act. Submit verbal and written reports timeously to the relevant Managers. Coordinate, facilitate and implement Quality Improvement Initiatives and Good Governance. Ensure compliance with Data collection and adherence to Data Management Principles of the KZN DOH by the Nursing Component. Provide professional, technical and management support for the provision of Quality Patient Care through proper management of Nursing Care Programs. Coordination of health promoting activities/ events within the Community. Be able to understand and implement the Concept of 90 90 90 Strategy.

**ENQUIRIES  
APPLICATIONS**

: Dr. S Bhimsan Tel No: (032) 944 5054  
 : To be hand delivered to Human Resource Office, 7 Sanele Nxumalo Road, Tongaat or posted to Private Bag X06, Tongaat, 4400

**FOR ATTENTION  
NOTE**

: HR Manager  
 : 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. Detailed Curriculum Vitae (CV). Information such as educational qualification dates(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit copies of qualification and other relevant documents on application. Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview The Reference Number must be indicated in the column provided on the form Z.83 e.g. TCHC 02/2021. 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). 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. Persons with disabilities should feel free to apply for any of the advertised posts. 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). 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 NB. Due to financial constraints, no S&T will be paid to candidates when attending the interviews.

- CLOSING DATE** : 28 July 2023
- POST 24/120** : **CLINICAL PSYCHOLOGIST (GRADE 2 OR 3) REF NO: MGMH/01/2023**
- SALARY** : Grade 2: R916 630 – R1 018 047 per annum. Plus 13<sup>th</sup> cheque, Medical Aid Subsidy (optional) and home owners allowance (subject to meeting prescribed requirements).  
: Grade 3: R1 063 611 – R1 249 254 per annum. Plus 13<sup>th</sup> cheque, Medical Aid Subsidy (optional) and home owners allowance (subject to meeting prescribed requirements).
- CENTRE REQUIREMENTS** : Mahatma Gandhi Memorial Hospital  
: Senior Certificate/Grade 12 or equivalent. Master's degree in Clinical Psychology. Certificate of registration with the HPCSA as a Clinical Psychologist (Independent Practise). **Grade 2:** A minimum of eight (08) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of nine (09) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa. **Grade 3:** A minimum of sixteen (16) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of seventeen (17) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa. Knowledge, Skills, Training and Competencies Required: Sound knowledge in Psycho-diagnostic, psychotherapy and psychological assessment suitable to hospital settings. Sound knowledge of medico-legal assessment tests and report writing of forensic reports. Sound knowledge of principles, policies, protocols and act applicable to the profession (Including ethics, mental health and patient risk management. Ability to function as part of multidisciplinary team. Excellent verbal and written communication skills. Good interpersonal, decision-making and problem-solving skills. Good time management, planning, organizing and administrative skills. Self-motivation, resilience and dedication to service delivery. Ability to work in a fast-paced environment. Computer proficiency.
- DUTIES** : Provide general clinical psychological services (Individual and group) to in-and outpatients, adults and children. Develop and provide specialised services for various medical specialist areas, administer, interpret psychological tests and write reports on clinical and psychometric assessments. Participate in multidisciplinary meetings and/or ward rounds. Complete administration duties in respect of the department. Serve a consultative, evaluative and mentor function to peers and students. Organise and implement events for mental health public awareness in line with promotion events calendar. Liaise and cooperate with other professionals as well as external stakeholders. Participate in Quality improvement programmes in the Psychology Department and the hospital. Participate in ongoing professional development within the Department and hospital.
- ENQUIRIES** : Dr. C Persad Tel No: (031) 502 2012
- APPLICATIONS** : Please forward application quoting the reference number to the Human Resource Office, Mahatma Gandhi Memorial Hospital, Private Bag X13, Mount Edgecombe, 4300 or Hand Delivered can be submitted to Human Resources.
- FOR ATTENTION** : Mr E.S Gwala
- NOTE** : The following documents must be submitted: Applicants must utilize the most recent Z83 application form for employment obtainable from any government department or from the webside-[www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are required to complete and submit Z83 Form and Curriculum vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee

to assess the quality of a candidate based on the information provided in the form. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum vitae (CV). The certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The reference number of the post must be indicated in the column provided on the Z83 application form e.g. MGMH/01/2023. Faxed / emailed applications will not be considered. N.B: failure to comply with the above instructions will disqualify applicants. Applicants are advised that due to a number of applications anticipated, individual applications will not be acknowledged. Should you not receive a Response within six (6) weeks after the closing date the application must be considered unsuccessful. People with disability should feel free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representativity in all levels of all occupational classes of the department. S & T and Resettlement will not be paid to the eligible candidates due departmental budgetary constraints.

- CLOSING DATE** : 28 July 2023
- POST 24/121** : **MEDICAL OFFICER (GRADE 1 ONLY) REF NO: GS 52/23 (X3 POSTS)**  
Component: Anaesthesia and Critical care
- SALARY** : Grade 1: R906 540 per annum, all-inclusive package, consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form annually. Rural Allowance is payable for periods of time working at Harry Gwala Hospital only.
- CENTRE** : Greys Hospital Metropolitan Complex Pietermaritzburg
- REQUIREMENTS** : **Grade 1:** Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. Incumbents will be expected to work in the Department of Anaesthesia in Pietermaritzburg for at least one year. During which time they will receive appropriate training to pass the Diploma in Anaesthesia, (if this qualification is not already held). Anaesthetic Medical Officers will also be able to apply for a three-month rotation through Intensive Care during this year. In subsequent years it is anticipated that appropriate candidates will either commence specialising in anaesthesia or proceed to work in district and other regional hospitals providing high quality Medical Officer Anaesthesia. Senior Certificate (Grade 12) or equivalent MBCHB Degree or equivalent qualification PLUS Current Registration with the Health Professions Council of South Africa as a Medical Practitioner Priority will be applied to incumbent/s that are available immediately in order to maintain clinical services. Pietermaritzburg is only able to employ South African citizens and permanent residents into these medical officer posts. NB! (Only shortlisted candidates will be required to submit proof of all documents.) NB Those candidates who are still in their community service year may apply for the post on the understanding that appointment to the post can only be made after they have received registration from the HPCSA as a medical practitioner. NB Those candidates who hold a bursary that requires them to work outside of Pietermaritzburg must supply a letter from the Institution/District Office that holds their service obligation indicating that the bursary holder will be released to come to Pietermaritzburg for training. NB: Certified copies of qualifications and other relevant documents will be requested from the shortlisted candidates only which must be submitted to on the day of the interview (ID copy, Driver's license, educational qualifications, professional registration certificates, proof of current registrations etc. Recommendations: DA will be an advantage ATLS, APLS, and ACLS. Diploma in Anaesthesia (DA) Other relevant CMSA diplomas: Dip PEC(SA), DCH, DIP OBS Fellowship of Anaesthesia examinations or portions thereof. Anaesthetic work experience in a large regional or tertiary hospital and/or in a registrar program Knowledge, Skills and Experience: Participation in the After Hours call system is essential Medical Practice as appropriate at post Community Service level Information management Current Health and Public service legislation, regulations and policy Medical ethics, epidemiology and statistics.

<b><u>DUTIES</u></b>	:	Clinical responsibility including examine, investigate diagnose and oversee treatment of patients The incumbent will be part of the Pietermaritzburg Metropolitan Group of hospitals and will be expected to rotate through all hospitals in Pietermaritzburg. To perform appropriate preoperative examination and optimisation of patients for planned surgery. To provide safe and appropriate anaesthesia during surgery To participate in post-operative care of patients. Anaesthetists must be prepared for early starts to the working day (07:15) and late, unpredictable finishes to the normal working day. The nature of anaesthesia means that frequent weekend shifts are required inside the commuted overtime package The incumbent will be part of the Pietermaritzburg Metropolitan Group of hospitals and will be expected to rotate through all hospitals in Pietermaritzburg Assist with human resource development for medical staff Conduct Orientation and Induction Programme for new Medical staff Provide guidance and advice to junior medical staff (interns/CSOs) Assist with the development of training programmes Participate in relevant training programmes Maintain accurate and appropriate health records in accordance with the legal/ethical considerations and continuity of patient care Undertake continuing medical education and professional development and study professional literature e.g. Medical journals To identify health care needs and communicate these to seniors so that new ideas could be developed on policies/methods/techniques and procedures. To participate in audit and quality control programs to improve the standard of patient care. To participate in departmental administration by ensuring compliance with all departmental rules and regulations with regard to leave, call rosters and rotations to participate in Outreach services in the drainage area of Harry Gwala hospital as appropriate to their grade of qualification and experience To maintain a logbook of clinical duties.
<b><u>ENQUIRIES</u></b>	:	Dr Z Farina Tel No: (033) 897 3414
<b><u>APPLICATIONS</u></b>	:	Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200.
<b><u>FOR ATTENTION</u></b>	:	Mrs M. Chandulal
<b><u>NOTE</u></b>	:	Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, African Female or Coloured Male.
<b><u>CLOSING DATE</u></b>	:	28 July 2023
<b><u>POST 24/122</u></b>	:	<b><u>MEDICAL OFFICER GRADE 1, 2, 3 REF NO: NGWE 97/2023</u></b> Department: Intensive Care Unit
<b><u>SALARY</u></b>	:	Grade 1: R906 540 – R975 738 per annum Grade 2: R1 034 373 – R1 129 116 per annum Grade 3: R1 197 150 – R1 491 627 per annum Other Benefits: All-inclusive salary packages per annum (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.
<b><u>CENTRE</u></b>	:	Ngwelezana Tertiary Hospital
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / Grade 12. Tertiary qualification in the Health Science MBChB. Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. <b>Grade 1:</b> No experience required in respect of South African citizen of whom it is required to perform community service. A minimum of one (01) year experience after registration as Medical Practitioner with recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. <b>Grade 2:</b> A minimum of five (05) years relevant experience after registration with Health Profession Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of six (06) years relevant experience after registration as Medical Practitioner with recognized foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. <b>Grade 3:</b> A minimum of ten (10) years relevant experience after registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. A minimum of eleven (11) years relevant experience after registration as a Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required to perform community service as required in South Africa. Experience

in Critical Care would be an advantage. Courses in Critical Care would be an advantage. Evidence of research would be an advantage. Knowledge, Skills, Attributes and Abilities: Appropriate medical knowledge and sound clinical skills. Knowledge of health care system and medical ethics. Knowledge of relevant acts, policies and regulations of the department of health. Good team building and problem solving skills. Excellent human, communication and leadership skills required. Concerns of excellence.

**DUTIES** : Provision of quality patient-centred care for all patients within the Critical Care Unit Examine, investigate, diagnose and oversee the treatment of patients. Provision of after-hours services to care in the Critical Care Unit. Assist in the development of undergraduate and or post graduate medical students and interns. Participation in activities with the discipline including case presentations, journal club and other departmental meetings. Render applicable administration functions. Attend to meetings, workshops and training courses as directed by the Head of Department. Observe and comply with all departmental policies and guidelines regulating employment relationship and clinical functioning. Perform other duties as assigned by the supervisor or other senior officials.

**ENQUIRIES** : Dr. S Sewpersad 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** : 04 August 2023

**POST 24/123** : **PHARMACY SUPERVISOR GRADE 1 REF NO: ITSH 23/2023 (X1 POST)**

**SALARY** : R906 540 per annum, all-inclusive salary package. Other Benefits: (70% of basic salary and 30% benefits i.e. flexible portion that can be structured in terms of applicable rules). 17% In-hospital area allowance.

**CENTRE** : Itshelejuba Hospital  
**REQUIREMENTS** : Matric/Senior Certificate or equivalent qualification, Degree/ Diploma in Pharmacy that leads to the registration with Pharmacy Council as Pharmacist, Current registration with South African Pharmacy Council as Pharmacist (2023), Four (03) years' experience after registration with SAPC as Pharmacist. Initial and current registration with SAPC as Pharmacist. Recommendations:

Divers licence, Knowledge of Rx Solution system. Knowledge, Skills, Training and Competencies Required: Knowledge of Acts, efficient, Current Health and Public Service Legislation, regulations and policies and the ability to comply with applicable legislations. Understanding and knowledge of policies and procedures including Good Pharmacy Practise, National Drug Policy, Essential Drug List and Standard Treatment Guidelines. Excellent communication skills both written and verbal, computer skills, project and time management skills. Sound planning and organising and administrative skills. Ability to be part of Multi-Disciplinary Team. Commitment to service excellence, good supervisory, analytical and team building skills. Appropriate clinical and theoretical knowledge. Computer literacy with a proficiency in MS Office Software applications. Strong interpersonal, communication and presentation skills.

**DUTIES**

: Provide accurate, efficiency, comprehensive and cost-effective Pharmaceutical Services in line with the Nation, Provincial and District strategies and priorities. Assist with the formulation and implementation of Standard Operating Procedure for Pharmaceutical service and ensure they are in line with current statutory regulations and policy guidelines. Provide leadership, management and support to all staff under his/her supervision. Ensure rational use and management of all resources ie Medicine and Assets. Provide and supervise training program (pharmacist intern and pharmacy support personnel). Assist in co-ordination of activities of Essentials Medicines Program including Pharmacy and Therapeutics Committee and other hospital committees. Conduct service assessment and implement quality improvement plans. Liaise with other stake holders within and outside the department of health such as other hospital management teams, Health District Office on Pharmaceutical and Management issues. Provide pharmaceutical advice to patient and professional colleagues. Assist in compilation of monthly financial and other reports as required by Pharmacy Manager or his delegate. Ensure compliance with policies and procedures relating to cost effective procurement, storage, control and distribution of pharmaceuticals. Act in a supervisory role for pharmacist, interns and pharmacist assistants and deputies for Pharmacy manager or Assistant manager as deemed necessary. Ensure Patient Safety incidents are reported on time, and are minimized. Ensure compliance with OHSC norms and standards, and Ideal Clinic or Hospital. Provide necessary orientation, training and EPMSD assessments of all staff in Pharmacy component.

**ENQUIRIES  
APPLICATIONS**

: Dr SF Simelane Tel No: (034) 413 4000  
 : All applications must be addressed to Itshelejuba Hospital Private Bag X0047, Pongola, 3170 or hand delivered to the Human Resources Office at Itshelejuba Hospital, or emailed to Slindokuhle.sithole@kznhealth.gov.za

**NOTE**

: Applications must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za it must be accurately completed and signed. Reference number must be indicated in the column provided on the Z.83 form. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed and signed Z83 and a detailed and informative curriculum vitae (Experience must be clearly indicated with full dates and positions ).Documents will be limited to shortlisted candidates, therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. The correct reference number must be indicated in the column provided on Z83 e.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your applications as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Person with disabilities should feel free to apply for the post.

**CLOSING DATE**

: 28 July 2023



- POST 24/124** : **MEDICAL OFFICER PAEDIATRIC HIGH AND CRITICAL CARE + RADIOLOGY (SEDATION) REF NO: MOPAEDSHC/02/2023 (X1 POST)**  
Department: Paediatric and Child Health
- SALARY** : Grade 1: R906 540 per annum, all-inclusive salary package, (excluding commuted overtime)  
Grade 2: R1 034 373 per annum, all-inclusive salary package, (excluding commuted overtime)  
Grade 3: R1 197 150 per annum, all-inclusive salary package, (excluding commuted overtime)
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital  
: MBCHB degree. Current registration with Health Professions Council as a Medical Practitioner. Completed Community Service. Experience in Paediatrics will be an advantage. Experience: **Grade 1:** No Experience required from South African qualified employees. One-year relevant experience after registration as a Medical Practitioner with 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 (5) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. Six (6) 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. **Grade 3:** Ten (10) years appropriate experience as a Medical Officer after Registration with HPCSA as a Medical Practitioner. 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 And Experience Required: Knowledge and skills in Paediatrics including emergencies. Demonstrate the ability to work as part of a multidisciplinary team. Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills.
- DUTIES** : The candidate will be expected to work in the Paediatric Medical service which includes neonatal and paediatric Intensive care, high care, Paediatric subspecialty services and within the Radiology Department providing sedation. After-hours clinical participation in the call roster. Assist with the provision and development of Paediatric services as determined by the Clinical HOD at Inkosi Albert Luthuli Central Hospital. Active participation in the clinical activities in the allocated domain (in-patient, out-patient and after-hours). Ensure sound labour relations in compliance with relevant legislation while maintaining the interests of the patient. To participate in clinical audit programmes and research. To assist in outreach and teaching when required.
- ENQUIRIES APPLICATIONS** : Prof PM Jeena Tel No: (031) 240 2046  
: 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**

: 28 July 2023

**POST 24/125**

: **DEPUTY DIRECTOR: EPIDEMIOLOGY REF NO: G84/2023**

Cluster: Epidemiology Services

Job purpose: To establish determinants, occurrence and distribution of epidemics, disease and other health conditions within a defined community or population group.

**SALARY  
CENTRE  
REQUIREMENTS**

: R811 560 per annum (Level 11), (an all-inclusive salary package)

: Head Office: Pietermaritzburg

: Matric Certificate, Master's degree in Epidemiology, A minimum of three (3) to Five (5) years in epidemiology and health related research, Unendorsed valid driver's license, Publication in peer reviewed journals will be an advantage. Knowledge, Skills, Training and Competencies Required: Sound medical knowledge of diseases and the associated health implications, Strong numerical analytical skills, Strong written and verbal communication skills, Project management skills, Research skills including in protocol development Ability to work to deadlines, Computer literacy including ability to use statistical software packages such as SPSS and STATA, Ability to work within a multidisciplinary team as well as individually, Ability to communicate with internal stakeholders (such as Health Research and Knowledge Management Component Senior and Institutional Management) and External stakeholders (such as Health Research and academic institutions).

**DUTIES**

: Institute data collection and analysis processes which allow for the timeous identification of diseases and their progression within the province. Describe health and disease trends and threats, in conjunction with clinical experts, to allow the province to be properly equipped to identify and manage existing and emerging health problems. Conduct studies which establish with disease patterns and trends at population level; identifying causes and informing containment and reduction measures which should inform the Service Transformation Plan and the Annual Performance Plan of the Department. Effectively communicate data relating to the disease profiles, threats and clinical successes, thereby sharing and informing best practices throughout the province. Ensure the efficient and effective utilization of resources allocated to the division, inclusive of the development of staff. Monitor and evaluate the impact of clinical and other interventions on the disease profile and facilitate repositioning processes accordingly. Ensure the efficient and effective utilization of resources allocated to the division, inclusive of the development of staff.

**ENQUIRIES  
APPLICATIONS**

: Dr E Lutge Tel No: (033) 395 2046

: 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. B Zungu

: 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** : 28 July 2023
- POST 24/126** : **DEPUTY DIRECTOR: MONITORING AND EVALUTATION REF NO: G85/2023**  
Cluster: Monitoring and Evaluation  
Job purpose: To provide monitoring and evaluation of the KZN Department of Health's performance against the objectives and indicators identified in the Strategic Delivery and Annual Performance Plans as well as Health Policy implementation Targets, Norms and Standards.
- SALARY** : R811 560 per annum (Level 11), (an all-inclusive salary package)  
**CENTRE** : Head Office: Pietermaritzburg  
**REQUIREMENTS** : Matric Certificate, Appropriate B-degree or National Diploma, A minimum of three (3) to Five (5) years appropriate management experience in a Monitoring and Evaluation environment, unendorsed valid driver's license. Knowledge, Skills, Training and Competencies Required: Expert knowledge of the legislative and policy framework informing the area of operation. Project management. Analytical. Statistical. Computer literacy. Facilitation. Supervisory. Must be able to communicate with internal stakeholders (MEC, Head of Department, Manco, EXCO, Provincial Programme Managers and District Management teams.) and External stakeholders (Research and Professional Bodies, National and Provincial Health Councils, Legislature, Office of the Premier, Health Portfolio, Treasury, Tertiary Institutions, and Development Partners).
- DUTIES** : Administer and facilitate the implementation of an integrated Monitoring and Evaluation Framework and System fully aligned to national; provincial; and departmental performance reporting requirements. Develop processes to ensure user-friendly and measurable performance indicators are timeously defined for the assessment of institutional performance against stated strategic/service transformation objectives as well as policy and programme interventions aimed at improving the health status of the population. Ensure the efficient and effective utilization of resources allocated to the component, inclusive of the development of staff. Assess data obtained from the health information and other management information systems against indicators with a view to develop reliable performance profiles, report on impact thereof, and for verification and publishing of the prescribed performance and other reports. Administer systems to ensure monitoring and evaluation of compliance with statutory and regulatory reporting requirements and that early warning is provided to enable the development of appropriate responses/interventions on a continuous basis.
- ENQUIRIES** : Ms SCC Mabaso Tel No: (033) 395 2754  
**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  
**CLOSING DATE** : 28 July 2023
- POST 24/127** : **ASSISTANT MANAGER NURSING (SPECIALTY AREA) REF NO: NKAH 29/2022**
- SALARY** : R683 838 - R767 184 per annum. Other Benefits: medical aid (optional), 8% rural.  
**CENTRE** : Nkandla Hospital (Nursing (Maternity & Paeds))  
**REQUIREMENTS** : Senior certificate (Grade 12), Degree / National Diploma in General Nursing and Midwifery that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery. A minimum of ten (10) years appropriate/ recognizable experience in nursing after registration as professional nurse with SANC in General nursing of which at least six (6) years of this period referred to above must be appropriate / recognizable after obtaining the one (1) year post basic qualification in the relevant speciality. At least three (03) years of the period referred to above must be appropriate /recognizable experience at management level. Current SANC receipt (2023),

Ability to implement National Core Standard, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards, Basic computer literacy to enhance service delivery, Effective communication with patience, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery, Knowledge of labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organizing, leading controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving, disciplinary and co-ordination skills.

**DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/legal framework, Provide effective and professional leadership in clinical governance to ensure clinical accountability and quality patient care, Demonstrate effective communication with patients, supervisors, 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, Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the institution and other regulating bodies, Ensure implementation of Legislated Norms & Standards, Ideal hospital and other departmental initiatives including provincial priorities, Manage effectively the utilization and supervision of resources, Coordination of the provision of effective training and research, Provision of effective support to Nursing Services, Maintain professional growth/ethical standards and self-development, Co-ordinate clinical governance meetings relate to the sub-components, Support PHC clinics in maintenance of quality care in SRH including Obstetrics and Gynaecology services, Exercise control over discipline, grievance on all labour related issues, Ensure effective data management.

**ENQUIRIES** : Mrs. NP Kunene Tel No: (035) 833 5000 ext: 5047  
**APPLICATIONS** : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital, Private Bag X102, Nkandla, 3855.

**FOR ATTENTION** : Human Resource Manager  
**NOTE** : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview. (No attachments / copies / certified copies / proof / certificates/letter on application, Only Z83 and CV, applicants will submit documents only when shortlisted)

**CLOSING DATE** : 28 July 2023

**POST 24/128** : **OPERATIONAL MANAGER NURSING- PAEDS REF NO: NKAH 20/2023**

**SALARY** : R627 474 - R703 752 per annum. Other Benefits: medical aid (optional), 8% rural Housing allowance: employee must meet the prescribed requirements.

**CENTRE** : Nkandla Hospital (Paeds)  
**REQUIREMENTS** : Senior certificate (Grade 12), Senior Certificate (Grade 12), Degree / Diploma in General Nursing and Midwifery, A minimum of 09 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANCA, A minimum of 5 years with diploma of child nursing science (specialty) appropriate / recognizable experience in nursing after registration as Professional Nurse with SANCA, Valid driver's license, Report writing skills, Financial management, Strong interpersonal, communication and presentation skills, An understanding of the challenges facing the public health sector, Ability to make independent decisions, Ability to translate transformation objectives into practical plans, Ability to prioritize issues and other work related matters and to comply with the frame, Proven initiative, decisiveness and to acquire new knowledge swiftly.

**DUTIES** : Ensure adherence to prescribed nursing policies and procedures, Demonstrate an in depth understanding of legislations and related legal and ethical nursing practice and how this impacts on service delivery, Co-ordinate and monitor the

implementation of nursing care plan and evaluate employees thereof, Implement and monitor staff performance in terms of EPMDS, Ensure that all quality and infection control initiative are adhered to i.e OHSC/ ideal hospital, Manage complaints and PSI within hospital, Utilizes a family centred approached in providing paediatric/child nursing, Effective implementation of all child health initiative e.g CHIPP/SAM MDT, Provide administrative services, Maintain a constructive relationship with nursing and other stakeholders, Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility, Utilize resources efficiently and effectively, Demonstrate a basic understanding of HR and financial policies and practices, Exercise control of discipline, grievances and any other labour related issues in terms of laid down procedures, Manage quality data information system.

- ENQUIRIES** : Mrs PN Kunene Tel No: (035) 833 5000 ext.: 5021
- APPLICATIONS** : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital, Private Bag X102, Nkandla, 3855.
- FOR ATTENTION** : Human Resource Manager
- NOTE** : The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview), (no attachments / copies / certified copies / proof / certificates/letter on application, Only Z83 and CV, applicants will submit documents only when shortlisted)
- CLOSING DATE** : 28 July 2023
- POST 24/129** : **OPERATIONAL MANAGER NURSING (SPECIALTY UNIT) REF NO: SMCHC 06/2023**  
Directorate: SMCHC
- SALARY** : R627 474 – R703 725 per annum, plus 12% rural allowance, plus 13<sup>th</sup> Cheque, Medical Aid (optional), Housing/Home Owners allowance (Employee must meet prescribed conditions)
- CENTRE** : St Margaret's Community Health Centre and UMzimkhulu Clinic
- REQUIREMENTS** : **Grade 1:** Grade 12 (Senior Certificate) standard 10/or (Vocational National Certificate, Registration with SANC as general Nurse (Current South African Nursing Council receipt-license to practice 2023). Basic R425 qualification (i.e. Degree, Diploma in Nursing qualification that allows registration with South African Nursing Council as a Professional Nurse. Registration with SANC General Nurse (Current South African Nursing Council receipt –licence to practice 2023. A Post basic qualification in Primary Health Care with duration of at least one year, accredited with the South African Nursing Council PHC. A minimum of 7 years appropriate experience in Nursing after registration as a professional Nurse and Midwifery with the SANC in General Nursing, of which 5 years must be recognisable experience after obtaining 1 year post basic qualification in primary Health care. Experience in TB/HIV/AIDS management Recommendations: HIV/AIDS Certificate, Diploma. Driver's License, Computer Certificate and NIMART Training. Knowledge, Skills, Training and Competence Required: Thorough knowledge and insight of nursing care processes and procedures, nursing statuses and other relevant legal framework such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patients Right Charter, Batho Pele Principles, Operational management skills. Ability to interact with diverse stakeholders, health care users and givers. Good communication skills, Report writing skills, Facilitation skills, Co-ordination skills, Liaison skills, Networking, Problem solving, Information management and Planning and Organizing skills, Computer skills. Leadership, decision making, supervisory and problem solving skills. Coaching, conflict handling and counselling skills. Financial and Budgetary knowledge and skills pertaining to the relevant resources under management. Disciplinary code procedure, Grievance procedure and financial policies and practices.
- DUTIES** : Responsible for overall supervision of an integrated quality and comprehensive primary health care services delivery to the community. Improve outcomes of by focusing on health prevention, Health promotion, curative and rehabilitative approach through implementation of policies, guidelines and SOPs. Ensure PITC and adherence counselling is being provided to clients in the facility. Promote advocacy, disclosure and adherence to treatment and care thus,

ensuring that facilities comply with the Batho Pele Principles. Ensure provision of Primary prevention and strategies and integrated screening of TB, HIV, COVID 19, NCDs STIs and Mental Health. Ensure availability of medication, essential equipment and supplies as well as proper utilization thereof. Participate in the realization and maintenance of ideal clinic program, (ICRM) to comply with norms and standards of the Health establishment according to OHSC. Ensure data Management is implemented and monitored. Ensure communication and collaboration with other stakeholders is improved through the support of OSS interventions. Maintain intersectoral collaborations with other government structures. Participate in monitoring of HR performance through EPMDs.

**ENQUIRIES** : All enquiries must be directed to Mr. SP Adonis: Deputy Manger Nursing Tel No: (039) 2599 222

**APPLICATIONS** : must be directed Human Resource Manager: St Margaret's CHC, Private Bag X517, Umzimkhulu, 3297 or Hand delivered to: St Margaret's CHC, Clydesdale Location, UMzimkhulu, 3297.

**FOR ATTENTION NOTE** : Mr. TL Nzimande  
 : An application for employment Form (Z83) must duly be completed and forwarded which is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Note: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed curriculum vitae only. These will be requested only from shortlisted candidates. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatively at all occupational categories in the department. People with disabilities are encouraged to apply. The reference number must be indicated in the column provided on the form Z83, e.g. ref SMCHC06/2023. 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, there will be no acknowledgement of applications. Should you not hear from us within 60 days of the closing date, kindly consider your application as unsuccessful. And only shortlisted candidates will be advised of the outcome of interview. Please note that due to financial constraints, there will be no payment of S&T claims covering transport fees to the interview venue.

**CLOSING DATE** : 28 July 2023

**POST 24/130** : **ASSISTANT MANAGER NURSING (PNA-7) REF NO: AMNUR /1/ 2023**

**SALARY** : R627 474 per annum, Plus 13th cheque, Medical Aid: optional. Housing Allowance: Employee to meet prescribe requirements.

**CENTRE** : Inkosi Albert Luthuli Central Hospital

**REQUIREMENTS** : Grade 12 or equivalent. Degree/ Diploma in General Nursing and Midwifery. A minimum of eight 8 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 three years of the period must be appropriate/recognisable experience at management level. Diploma/Degree in Nursing Administration will be an advantage. Knowledge, Skills, Training and Competencies Required: Leadership, management, planning, organizing and co-ordination skills. Clinical competencies and policy formulation skills. Knowledge of Nursing care delivery approaches. Knowledge of relevant legislative framework governing the public service as well as Nursing Acts and Regulations. Good verbal and written communication skills. Conflict management, Mentorship and Supervisory skills. Basic financial management skills and computer literacy and information management.

**DUTIES** : Provide support to the nurse manager's office. Facilitate and monitor the implementation of orientation and induction program for the nursing division. Control and monitor activities in the nursing control and allocation office. Participates in recruitment processes of nurses. Facilitate and monitor the implementation of in-service training and continuous professional development. Liaise with colleges and universities with regards to student placements. Co-ordinates the allocation and efficient utilization of nurses and management of leaves. Ensures that nursing standards, ethics and practice is observed as stipulated by South African Nursing Council. Monitors and reports on performance indicators vital to good patient outcomes. Participates in Institutional Human Resource development, Statistics, Resuscitation and

- Clinical Governance committees. Facilitates and ensures that internal and external disaster management policies and procedures are adhered to. Facilitates and participates in formulation and review of nursing policies and protocols.
- ENQUIRIES APPLICATIONS** : Dr. LP Mtshali Tel No: (031) 2401056  
 : 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** : 28 July 2023
- POST 24/131** : **OPERATIONAL MANAGER GRADE 1 (PHC) REF NO: MAY 02/2023**
- SALARY** : R627 474 - R703 752 per annum. Benefits: 13<sup>TH</sup> Cheque, medical aid (optional) and 8% rural allowance.
- CENTRE REQUIREMENTS** : Mayizekanye Clinic under Appelsbosch Hospital  
 : Grade 12 (Senior Certificate) Degree/Diploma in General Nursing and Midwifery. A post basic qualification with a duration of (01) year accredited with SANC in Clinical Nurse Science, Assessment, Diagnosis, Treatment and Care (PHC). Only shortlisted applicants will submit proof of current registration (2023) SANC receipt and qualifications listed above. Experience: A minimum of 09 years appropriate/ recognizable experience after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in the relevant specialty. Proof of previous and current work experience endorsed and stamped by Human resource department (Certificate of service) only if shortlisted. Recommendations: valid Code8 or 10 driver's license and computer literacy. Knowledge, Skills: Ability to interact with diverse stakeholders and health care users and givers. Training and Good verbal, writing and communication skills. Facilitation and coordination Competency skills: Problem solving skills. Knowledge of SANC Rules and Regulations Ability to plan, organize and manage conflicts. Basic financial management skills knowledge of human resource management personal Attitude, Responsive, professionalism, Supportive, Assertive and Team player role leadership and supervisory skills.
- DUTIES** : Planning, organizing and monitoring of objective of the facility. Manage all resources within the unit effectively and efficiently to ensure optimum service. Ability to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care. Monitor provision of quality comprehensive service delivery at emergency room. Participate actively in Operation Sukuma Sakhe programme. Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, community and

multidisciplinary team. Monitor safe patient service and improve client satisfaction. Participate in the attainment of National Core Standards. Contribute to the realization of Ideal Clinic (ICRM) status. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Demonstrate an understanding of Human Resource and Financial Management Policies and procedures. Monitor and evaluate the care and management of all patients through clinical audits Ability to supervise Medical and surgical emergencies and refer appropriately. Supervise and Monitor implementation of PHC Re-Engineering Monitor implementation and performance on indicators on daily, weekly and monthly basis, provide feedback to management, analyze data and draw up quality improvement plan and implementation plan. Exercise control of discipline and any other labour related Issues in terms of laid down procedures. Ensure complaint management is functional in the clinic Ensure functionality of the clinic committee programme so that community involvement and participation is achieved Conduct Clinic Open days Monitor and evaluate HR performance through EPMDS for all relevant staff.

**ENQUIRIES** : Mr. M Zele Tel No: (032) 294 8000 ext. 103  
**APPLICATIONS** : Appelsbosch Hospital, P/Bag X215, Ozwathini, 3242  
**FOR ATTENTION** : Human Resource Manager  
**NOTE** : Equity Target: African Male  
**CLOSING DATE** : 04 August 2023

**POST 24/132** : **OPERATIONAL MANAGER – PHC REF NO: POM 11/2023**

**SALARY** : R627 474 – R703 752 per annum. Other benefits: 13<sup>th</sup> cheque. Medical aid (Optional). Home Owner’s allowance: Employee must meet prescribed requirements.

**CENTRE** : Pomeroy CHC - Mobile Clinic & Outreach Services  
**REQUIREMENTS** : Grade 12 (senior certificate). Degree / Diploma in General Nursing Science & Midwifery plus. Post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with the SANC as a General Midwifery and Primary Health Care nurse 2023. A minimum of 9 years appropriate / recognizable nursing experience after registration as a Professional nurse with SANC in General Nursing. At least 5 years of period referred to above must be appropriate/recognizable experience in PHC after obtaining the 1 year post basic qualification in PHC. Recommendation: Knowledge of NIMART, TB and HIV/AIDS. Computer literacy (basic programs). Valid Driver’s license (code C1). Knowledge; Skills; Training and Competencies Required: Leadership, organizational decision-making counselling and conflict management skills. Knowledge of nursing care processes and procedures and all relevant legal framework. Interpersonal skills including public relations, negotiating. Sound knowledge of discipline processes and grievances procedures. Financial and budgetary knowledge. Team building, planning and supervisory skills.

**DUTIES** : Provision of quality comprehensive Primary Health Care by promoting preventive, curative and rehabilitative services for the clients and community. Implement, monitor and sustain Community Oriented Primary Care (COPC) through the Community Based Model (CBM) approached. Evaluate the existing Mobile service points for utilization and impact to catchment population. Maintain inter-sectoral collaboration with other government structures through the Operation Sukuma Sakhe (OSS) concept. Conduct community awareness as determine by disease burden within catchment population. Implement the Employee Management and Departmental System for Mobile services and WBPHCOT staff. Implement the conflict management, disciplinary and grievances procedure. Analyse implement and monitor Departmental objective policies and procedures. Demonstrate effective communication with client’s supervisors, other health care professionals and colleagues. Provision of quality data management as per prescribed frameworks. Formulate, implement and monitor Mobile services Operational plan aligned to District Health Plan. Plan for WBPHCOT and Mobile service for the realization of sustainable goals. Monitor the utilization and safeguarding of all allocated resources to meet Departmental targets as per strategic plans. Provide safe and therapeutic environment for outside staff and clients.

**ENQUIRIES** : Ms. TM Khoza Tel No: (034) 662 3320



- APPLICATIONS** : All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; Pomeroy; 3020 or Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za) and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 07/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s). NB: Please note that due to financial constraints, there will be no payment of S&T and resettlement payment for attending interviews. Accommodation will only be allocated when it is available otherwise successful candidate must arrange their private accommodation prior to assumption of duty. No interim accommodation in a form of bed and breakfast or hotel accommodation.
- CLOSING DATE** : 28 July 2023
- POST 24/133** : **OPERATIONAL MANAGER – PHC REF NO: POM 10/2023**
- SALARY** : R627 474 – R703 752 per annum. Other benefits: 13<sup>th</sup> cheque. Medical aid (Optional). Home Owner's allowance: Employee must meet prescribed requirements.
- CENTRE** : Pomeroy CHC – Mumbe Clinic
- REQUIREMENTS** : Grade 12 (senior certificate). Degree / Diploma in General Nursing Science & Midwifery plus. Post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with the SANC as a General Midwifery and Primary Health Care nurse 2023. A minimum of 9 years appropriate / recognizable nursing experience after registration as a Professional nurse with SANC in General Nursing. At least 5 years of period referred to above must be appropriate/recognizable experience in PHC after obtaining the 1 year post basic qualification in PHC. Recommendation: Computer literacy (basic programs). Valid Driver's license (code C1). Knowledge; Skills; Training and Competencies Required: Leadership, organizational decision-making counselling and conflict management skills. Knowledge of nursing care processes and procedures and all relevant legal framework. Interpersonal skills including public relations, negotiating. Sound knowledge of discipline processes and grievances procedures. Financial and budgetary knowledge. Team building, planning and supervisory skills.
- DUTIES** : Provision of quality comprehensive Primary Health Care by promoting preventive, curative and rehabilitative services for the clients and community. Implement, monitor and sustain Community Oriented Primary Care (COPC) through the Community Based Model (CBM). Formulate implement and monitor Operational Plan aligned to District Health Plan. Maintain inter-sectoral collaboration with other government structures through the Operation Sukuma Sakhe (OSS) concept. Maintain constructive working relationship with all stake holders i.e. inter-professional and multi-disciplinary team. Conduct community awareness as determine by disease burden within catchment population. Implement the Employment Management and Development System. Implement conflict management disciplinary and grievances procedure. Analyse, implement and monitor Departmental objectives, policies and procedures. Conducts Clinical audits and implement quality improvement plans. Effective allocation utilization and monitoring of allocated resources. Manage and coordinate smooth running and integration of the chronic program

within the PHC services taking into consideration of ICSM prescripts. Manage and support education, in-service training and practice development initiatives in the unit, maintain professional growth, ethical standards and participation in training and research. Implement Quality Improvement programs (Ideal Clinic maintenance and Realization/Norms and Standards). Provide safe and therapeutic environment that allows for practice of safe nursing care as laid down by the Nursing Act Occupational health and safety act. Ensure completion of incident reports as they occur and timeous reporting. Accurate collation, analysis, verification and submission of data within set timelines.

**ENQUIRIES  
APPLICATIONS**

: Ms. TM Khoza Tel No: (034) 662 3320  
 : All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; Pomeroy; 3020. OR Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.

**NOTE**

: The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za) and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 07/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s). NB: Please note that due to financial constraints, there will be no payment of S&T and resettlement payment for attending interviews. Accommodation will only be allocated when it is available otherwise successful candidate must arrange their private accommodation prior to assumption of duty. No interim accommodation in a form of bed and breakfast or hotel accommodation.

**CLOSING DATE**

: 28 July 2023

**POST 24/134**

: **MEDICAL SPECIALIST – (GRADE 1, 2 AND 3) REF NO: GS 55/23**  
 (Sessional Post) – 17 hours per week  
 Component: Otorhinolaryngology

**SALARY**

: Grade 1: R517 140 per annum  
 Grade 2: R589 628 per annum  
 Grade 3: R682 448 per annum

**CENTRE  
REQUIREMENTS**

: Grey's Hospital- Pietermaritzburg Hospital Complex  
 : **Grade 1:** Experience: Not applicable; Registration with the HPCSA as a Medical Specialist **Grade 2:** Experience: 5 Years appropriate experience as Medical Specialist after registration with HPCSA as a Medical Specialist in the relevant discipline. **Grade 3:** Experience: 10 Years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in the relevant discipline Senior Certificate or Equivalent MBCHB Degree and FCORL or equivalent qualification in Health Science Current registration with the Health Professions Council of South Africa as a Specialist in ENT. NB! (Only shortlisted candidates will be required to submit proof of all documents.) Knowledge, Skills and Experience: Advanced knowledge of ENT care. Ability to work as part of a team. Knowledge of relevant Health and Labour legislation. Strong interpersonal and communication skills. Ability to prioritize issues and work related matters. Engage in own research and supervise research of registrars. Management and administration experience. Experience must include the training and supervision of registrars/ medical officer. Candidates involved with research will be at an advantage.

**DUTIES**

: Assistance in the provision of a quality, cost effective and efficient 24 hour ENT service in keeping with Batho Pele Principles. Assist with the training and

		guidance of medical students, Interns, Medical Officers, Registrars, consultants, Audiologist, Speech therapist and other staff categories. Maintain accurate and appropriate health records in accordance with legal and ethical principles and ensure that junior staff complies with the above. Development of skills in the department with regards to research and instruction.
<b><u>ENQUIRIES</u></b>	:	Dr S Van Wyk Tel No: (033) 897 3734
<b><u>APPLICATIONS</u></b>	:	Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200
<b><u>FOR ATTENTION</u></b>	:	Mrs M. Chandulal
<b><u>NOTE</u></b>	:	Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, African Female, Coloured Male
<b><u>CLOSING DATE</u></b>	:	28 July 2023
<b><u>POST 24/135</u></b>	:	<b><u>CLINICAL PROGRAMME COORDINATOR REF NO: NGWE 98/2023</u></b> Department: Monitoring & Evaluation
<b><u>SALARY</u></b>	:	Grade 1: 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.
<b><u>CENTRE</u></b>	:	Ngwelezana Tertiary Hospital
<b><u>REQUIREMENTS</u></b>	:	Senior certificate (Grade 12) or equivalent. Degree/ Diploma in General nursing that allows registration with SANC as Professional Nurse. A minimum of seven (07) years appropriate / recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Current SANC Receipt (2023). Planning, Monitoring and Evaluation experience in a Health Care Environment will be an added advantage. Computer certificate. 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.
<b><u>DUTIES</u></b>	:	Develop and promote a Quality assurance culture within the institution. Facilitate and ensure effective functioning of the Quality Assurance Committees within the facility. Ensure and monitor the compliance of the institution to Quality Programs especially Norms and Standards and Ideal Hospital Realisation and Maintenance Framework. Facilitate and participate in the development of institutional Standard Operating Procedures and protocols with regards to Quality. Report and record all patient safety incidents in the facility. Re inforce and instil a good Clinical and Corporate Governance culture. Monitor, evaluate and report on the delivery of quality care at institutional level including clinical care, waiting times and Patient Experience of care in the institution. Maintain accurate reports and records of quality assessments and ensure timeous interventions on non-compliance. Provide advice on various aspects of quality care to all departments within the institution. Compile and submit monthly / quarterly reports to senior management for timeous submission to the District. Develop a Business plan for the unit and exercise control over utilization of such budget. Represent the institution in the District Quality Improvement Committees. Perform Quality improvement audits, surveys and assessments according to Plans and report to senior management. Monitor and evaluate delivery of quality care at the hospital. Ensure implementation of National and Provincial initiatives (Patient Rights Charter, Batho Pele, Complaint management system etc) Identify, facilitate and coordinate all Quality Improvement Plans.
<b><u>ENQUIRIES</u></b>	:	Mrs. N Mkhize 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 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** :

04 August 2023

**POST 24/136**

**CLINICAL PROGRAMME CO-ORDINATOR (INFECTION CONTROL) REF NO: DANCHC 08/2023 (X1 POST)**

**SALARY**

: Grade 1: R497 193 – R559 686 per annum. Other benefits: 13<sup>th</sup> Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Inhospital Allowance: 8%

**CENTRE REQUIREMENTS**

: Dannhauser CHC  
 : **Grade 1:** Experience: A minimum of 7 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing Grade 12 (Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Current registration with SANC as Professional Nurse. Knowledge, Skills, Training and Competencies Required for the post: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practises and how this impacts on service delivery. Ensure clinical nursing practice by nursing team (unit) in accordance with the scope of practice and nursing standards. Promote quality nursing care as directed by the professional scope of practice and standards as determined by the CHC. Demonstrate a basic understanding of HR and financial policies and practices. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of multi-disciplinary team to ensure good nursing care by the nursing team. Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Be able to manage own work, time and that of junior colleagues to ensure proper nursing service. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Be able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery.

**DUTIES**

: Sustain infection Prevention and Control Programme. Conduct monthly Infection Prevention and Control meetings. Review and implement IPC Plan and IPC Programme annually and monitor progress on quarterly basis. Facilitate appointment and review of IPC Committee members. Draw and review implementation of the IPC vision and mission. Compile annual IPC Operational Plan and monitor progress. Conduct IPC audits, identify gaps and compile Quality Improvement Plans for identified gaps. Develop and implement in-service trainings and orientation induction programme for clinical and non-

clinical staff. Monitor and evaluate nursing care and other practices in the CHC. Conduct hygiene inspections in all departments and monitor implementation of action plans. Monitor application of aseptic techniques when doing invasive procedures. Conduct quarterly ICAT and monitor implementation of action plans. Monitor management, notification and reporting of communicable diseases. Ensure timeous submission of daily, weekly, monthly and quarterly reports to District Office. Monitor implementation of infection control care plans. Ensure proper management and timeous reporting of Drugs Adverse reactions. Compile monthly reports and forward to the relevant stakeholders. Participate in Antibiotic Stewardship Programme and monitor compliance to antibiotic policy. Monitor availability and proper management of IPC resources and supplies. Compile annual institutional infection prevention and control procurement plan. Facilitate procurement of infection equipment and other resources in the institution. Ensure preservation of a safe and therapeutic environment. Monitor the cleaning and disinfection on the equipment and the environment. Monitor proper waste management. Sustain monthly and random hygiene inspections.

- ENQUIRIES** : Dr F.P. Mtshali Tel No: (034) 621 6217
- APPLICATIONS** : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080
- FOR ATTENTION** : Mrs DBP Buthelezi
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae (only). Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.
- CLOSING DATE** : 31 July 2023
- POST 24/137** : **CLINICAL PROGRAM COORDINATOR: QUALITY ASSURANCE REF NO: MAL CHC 17/2023**
- SALARY** : R497 193 per annum, plus 12% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance.
- CENTRE** : Mfundo Arnold Lushaba CHC
- REQUIREMENTS** : Senior Certificate – Grade 12; Diploma / Degree in General Nursing; Registration Certificate with SANC.as a Professional nurse; A minimum of 7 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC as a General Nurse; Current SANC Receipt for 2023. Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Recommendation: Computer certificate; Driver's License Knowledge, Skills, Training, and Competence Required: Knowledge of Public Service Policies, Acts and Regulations; Knowledge of SANC Acts, Rules and Regulations; Knowledge of Nursing Care processes and procedures, nursing statutes and other relevant legal frameworks; Good communication skills, verbal and written; Good leadership, interpersonal, problem solving, conflict management, decision making, coordinating, negotiation and facilitation skills; Knowledge and experience in implementation of Batho Pele Principals, Patient Right Charter, Code of Conduct and Labour Relations; Knowledge of National Core Standards and other relevant public service programmes.
- DUTIES** : Develop and implement Quality Assurance Programme, guidelines, protocols, norms and standards; Develop and implement Quality Assurance Operational Plan and participate in the development of Institutional Plan; Coordinate and facilitate the development of the institutional Quality Improvement Programme

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

- ENQUIRIES** : Mrs N Mbangi: Assistant Nursing Manager: M&E Tel No: (039) 9728110
- APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.
- FOR ATTENTION** : Miss S. Pillay
- CLOSING DATE** : 28 July 2023
- POST 24/138** : **CLINICAL PROGRAMM COORDINATOR GRADE 1 (QUALITY ASSURANCE MANAGER) REF NO: WWH/QAM/07/2023 (X1 POST)**
- SALARY** : R497 193 per annum. 13th Cheque/Service Bonus, Medical Aid Allowance (optional) Home Owner Allowance (subject to meeting prescribed requirements).
- CENTRE** : Wentworth Hospital
- REQUIREMENTS** : National Senior Certificate/Grade 12. Degree/Diploma in Nursing or equivalent and Midwifery. A minimum of 07 years recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery, Current registration with SANC. Valid driver's license code 08/10. Knowledge and skills required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impact service delivery. Ensure clinical nursing practice by nursing team (unit) in accordance with the scope of practice and nursing standards. Promote quality of nursing care as directed by professional scope of practice and standard determined by relevant health facility. Demonstrate a basic understanding of HR and financial policies and policies. Interpersonal skills including public relations, negotiations conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight to procedures and policies pertaining to nursing care. Leadership. Organizational decision making and problem solving abilities within the limits of the public sector and institutional policy framework.
- DUTIES** : Work as part of a multidisciplinary team to ensure good nursing care by the nursing team. Perform quality improvement audits and survey monthly and report to senior management. Monitor and evaluate delivery of quality care at the institution. Ensure implementation of National Core Standard and Provincial initiatives (Patients Right Charter, Batho Pele programmes, PEC, waiting times survey, clinical governance, ideal hospital and ideal clinic etc.) Coordinate quality improvement initiatives at the institution. Monitor and evaluate delivery of quality care at the institutional level including clinical care, waiting times and client experiences. Provide advice on various aspects of quality care to the institution. Monitor and evaluate compliance to the National and Provincial Quality Programmes e.g. norms and standards for the District Hospital package of care. Identify, facilitate and co-ordinate all QIP's Conduct

survey to all priority programme e.g. CHC, MCWH, HAST, PMTCT, IMCI, SRH and ICDN) etc. within the institution. Manage the accreditation programme for the institution.

**ENQUIRIES  
APPLICATIONS**

: Mrs. B. Anderson Tel No: (031) 460 5212  
: Application to be forward to: The Assistant Director HRM, Wentworth Hospital,  
Private Bag X02, Jacobs, 4026 or hand deliver at 01 Boston road (drop off at  
box by Security Hospital main gate).

**FOR ATTENTION  
NOTE**

: Mr. M.S. Mgoza  
: The following documents must be submitted: Application for employment form  
(Z83) which is obtainable at any Government Department OR from the website  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za) as issued by Minister for DPSA in line with the  
regulations 10 of the Public Service Regulations 2016. Applicants must utilize  
the most recent Z83 form. The Z83 form must be fully completed in a manner  
that allows the selection committee to access the quality of a candidate based  
on the information provided in the form; Failure to do so will results in  
disqualification. A detailed Curriculum Vitae (CV). Please note that it is no  
longer a requirement to submit any qualification or supporting documents, only  
shortlisted candidate will be required to produce certified copies of documents  
on or before the day of interview. It is the responsibility of the applicant to have  
foreign qualification evaluated by the South African Qualification Authority.  
Applicants applying for more than one (1) post must submit a separate form  
Z83 as well as the documentation mentioned above in respect of each post.  
The Reference Number and Position of the post you applying, as stated in the  
advert must be clearly indicated in the columns provided on the form Z83.  
Failure to comply with the above instructions will disqualify applicants. Fax,  
email, incomplete and late applications will not be considered / accepted.  
Please note that due to a large number of applications received, applications  
will not be acknowledged. However, should you not received any response  
after four weeks from the closing date of this advert; Consider your application  
as unsuccessful. People with disabilities should feel free to apply for the posts.  
The appointment is subject to positive outcome obtained from the SSA to the  
following checks.

**CLOSING DATE**

: 28 July 2023

**POST 24/139**

: **CHIEF ARTISAN REF NO: MAL CHC 18/2023**

**SALARY**

: R434 787 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional),  
Home Owners Allowance

**CENTRE  
REQUIREMENTS**

: Mfundo Arnold Lushaba CHC  
: Senior Certificate (Grade12); N3 or equivalent certificate in Maintenance  
Trade; Approved Trade Test certificate in terms of section 13(2)(h) of Manpower  
Act of 1981 as amended; Valid Driver's License; Ten (10) years post  
qualification experience required as an Artisan/Artisan Foreman. Only  
shortlisted candidates will be required to submit certified copies of  
qualifications and other relevant documents on or before the date of the  
interview. Knowledge, Skills, Training, and Competence Required: Sound  
knowledge of the Occupational Health and Safety Act 85 of 1983; Public  
Finance Management Act with Treasury Regulations and Practice Notes; Good  
communication skills, Interpersonal skills and negotiation and planning;  
Technical and practical skills and experience of the Trade; Good knowledge of  
the hospital plant and machinery, equipment, air condition, as well as gas  
applications and gas equipment; Good knowledge of technical design and  
analysis; Creativity and analytical thinking, problem solving and decision  
making skills; Sound knowledge of Project management and team building.

**DUTIES**

: Manage technical services and support in conjunction with technicians;  
Manage Artisans and associates in the field, workshop and technical office  
activities; Ensure the promotion of safety in line with statutory and regulatory  
requirements and ensure quality assurance in line with specification; Manage  
human resource effectively and efficiently and promote sound labour relations;  
Provide inputs into existing technical manuals, standard drawings and  
procedures to incorporate new technology ensuring quality assurance in line  
with specification; Provide and consolidate inputs to the technical operational  
plan, update registers and manage artisans and related personnel and assets;  
Control and Monitor expenditure according to budget to ensure efficient cash  
flow management; Manage subordinates key performance areas by setting  
and monitoring performance standards and taking action to correct deviations  
to achieve hospitals objective; Maintain and advance expertise: continuous

individual development to keep up with new technologies and procedures; Liaise with relevant bodies/council on technical /engineering – related matters. NB: The incumbent will be expected to perform standby duties, work overtime and extended hours.

**ENQUIRIES** : Mr M.G Ngobese: Assistant Director: Systems Tel No: (039) 9728135  
**APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.  
**FOR ATTENTION** : Miss S. Pillay  
**CLOSING DATE** : 28 July 2023

**POST 24/140** : **PROFESSIONAL NURSE (SPECIALTY) GRADE1 OR 2 REF NO: SAP 15/2023 (X1 POST)**

**SALARY** : Grade 1: R431 265 - R497 193 per annum  
Grade 2: R528 696 - R645 720 per annum  
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Housing allowance. Employee must meet Prescribed requirements).

**CENTRE** : St Apollinaris Hospital (Maternity Ward)  
**REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification PLUS; Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional nurse. Diploma or Degree in General Nursing and Midwifery. A Post Basic Nursing qualification in Advanced Midwifery with duration of at least one year accredited with SANC. Proof of Current registration with SANC as General Nurse, Midwifery and advanced Midwifery (2023). Proof of current and previous experience endorsed by Human Resource Department, need not be submitted as only shortlisted candidates will be requested to supply proof. Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration. Experience: **Grade 1:** A minimum of four (4) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse with one year Post basic qualification in Advanced Midwifery. **Grade 2:** A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience in Maternity Ward after obtaining the 1 year post basic qualification in Advanced Midwifery. Knowledge, Skills and Competencies Required: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.

**DUTIES** : Delegate duties and support staff in executing of patient care delivery. To do re-adjustment as required on shift to provide adequate nursing coverage. Assist in orientation and mentoring of all nursing staff and orientation of other staff. To assist in the planning and coordinating of training and promote leaning opportunity for all Nursing categories. To maintain code of conduct for the public services and the professional body. To complete patient related data and partake in research. To do re-adjustment as required on shift to provide adequate nursing coverage. Assess suitability of equipment and consumable for specialized areas. Assist in relief duties of the supervisor. Act as junior shift leader on both day and night shift. Provision of optional, holistic specialized nursing care in obstetric with set standards and within a professional/ legal framework. Implement standard, practices, criteria and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain in a constructive working relationship with nursing and other stake holders. Utilize human, material and physical resources efficiently and effectively.

**ENQUIRIES** : should be directed to Ms NG Myeza Tel No: (039) 833 9001/2  
**APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za  
**FOR ATTENTION** : Human Resources Section, or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.



- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC. "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
- CLOSING DATE** : 28 July 2023
- POST 24/141** : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: TCHC 03/2023**  
Department: Maternity
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other Benefits: 13<sup>TH</sup> Cheque/service bonus, Home Owners Allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : Tongaat Community Health Centre
- REQUIREMENTS** : Grade 12/Senior Certificate. Basic R425 Qualification i.e. Diploma or Degree in General Nursing and midwifery Plus, (1) One year post basic qualification in Clinical Nursing Sciences, Health Assessment, Treatment and Care (PHC). Current registration with SANC as a General Nurse and Primary Health Care and Midwifery. A minimum of 4 years appropriate/recognizable nursing experience as a general Nursing. Recommendations: Driver's License. Computer Literacy. Knowledge, Skills and Competencies: Demonstrate in depth knowledge and understanding of Health Related Acts, Nursing Statutory Regulations and Guidelines, and other relevant Legal Framework i.e. Nursing Act and Regulation, Code of Ethics, Professional Practice of the South African Right Charter, Batho Pele Principles, Public Service Regulations, Grievance and Disciplinary Procedure. Good Communication, Report Writing and Facilitation, Leadership, Analytical Skills, Organizational Decision Making and Problem Solving Skills, Interpersonal Skills, Diplomacy, etc. Good Human Relation Displaying a Concern for Patients, Promoting and Advocating Proper Treatment and Care including willingness and awareness to respond to Patient's Need. Good Financial and Human Resources Management.
- DUTIES** : Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping of 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 improve health service delivered by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to the scope of practice. Implement infection control standards and practices to improve quality of Nursing care. Improve the knowledge of staff and patients through health educational and in-service training. Implements standards practices criteria for quality. Maintain a constructive working relationship with nursing and the stakeholders. Ensuring proper utilization of human, material and financial resources and keeping up to date records of resources. Supervision of patient's records and intervention, keeping a good valid record

an all client interventions. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in clinic. Motivate junior staff regarding development in order to increase level expertise and assist patients to develop a sense of self care. Support the realization and maintenance of Ideal CHC programmes in the facility. Coordinate and manage the provision of the service to manage Covid-19 pandemic. Assist the operational manager in management of the unit Implement quality improvement plans for audits done. Improve data management system and ensure timeous submission.

- ENQUIRIES** : Mrs. R Singh Tel No: (032) 944 5054
- APPLICATIONS** : To be hand delivered to Human Resource Office, 7 Sanele Nxumalo Road, Tongaat or posted to Private Bag X06, Tongaat, 4400.
- FOR ATTENTION** : HR Manager
- NOTE** : The following documents must be submitted: The most recent Z83 application form for employment which is obtainable at any Government Department or the website: www.kznhealth.gov.za, The Z83 form must be completed in full. Detailed Curriculum Vitae (CV). Information such as educational qualification dates(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit copies of qualification and other relevant documents on application. Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview The Reference Number must be indicated in the column provided on the form Z.83 e.g. TCHC 02/2021. 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). 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. Persons with disabilities should feel free to apply for any of the advertised posts. 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). 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 NB. Due to financial constraints, no S&T will be paid to candidates when attending the interviews.
- CLOSING DATE** : 28 July 2023
- POST 24/142** : **PROFESSIONAL NURSE (SPECIALTY) REF NO: TCHC 02/2023**  
Department: Maternity
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other Benefits: 13<sup>TH</sup> Cheque/service bonus, Home Owners Allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : Tongaat Community Health Centre
- REQUIREMENTS** : Grade 12/Senior Certificate. Basic R425 Qualification i.e. Diploma or Degree in General Nursing and midwifery or equivalent qualification that allows registration with South Africa Nursing Council (SANC) as a Professional Nurse. 1 (one) year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC Registration Certificates from South African Nursing Council (SANC) as Professional Nurse and Advanced Midwifery and Neonatal Nursing Science. Only shortlisted candidates will submit proof of current registration with South African Nursing Council (SANC) as a General Nurse and Advanced Midwife (SANC Receipt for 2023). **Grade 1:** A minimum of 5 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nurse including Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. **Grade 2:** A minimum of 14 years appropriate/recognizable post registration experience in nursing after registration as a Professional Nurse with SANC in General Nursing of which at least 10 years must be

appropriate/recognizable experience in the specialty after obtaining the relevant 1-year post-basic qualification in Advanced Midwifery and Neonatal Science. Recommendations: Drivers License. Computer Literacy. Knowledge, Skills and Competencies: Demonstrate in depth knowledge and understanding of Health Related Acts, Nursing Statutory Regulations and Guidelines, and other relevant Legal Framework i.e. Nursing Act and Regulation, Code of Ethics, Professional Practice of the South African Right Charter, Batho Pele Principles, Public Service Regulations, Grievance and Disciplinary Procedure. Good Communication, Report Writing and Facilitation, Leadership, Analytical Skills, Organizational Decision Making and Problem Solving Skills, Interpersonal Skills, Diplomacy, etc. Good Human Relation Displaying a Concern for Patients, Promoting and Advocating Proper Treatment and Care including willingness and awareness to respond to Patient's Need. Good Financial and Human Resources Management.

**DUTIES**

: Monitoring of patients in labour and conducting deliveries Implement standards, practices, criteria and indicators for improving quality nursing care. Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Deal with disciplinary issues, grievances and other labour issues including monitoring and managing absenteeism. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Conduct ESMOE, HBB and BANC drills. Implement National Core Standards guidelines and standard operational plans. Implement strategies and standard operational plans for Ideal Clinic, Batho Pele principles. Monitor and report patient safety incidents e.g. needle stick injuries, patient complaints etc. Assist in planning and coordination of training and promote learning opportunities for all nursing categories i.e. on the job training. Ensure and monitor the availability, adequately and optimum utilization of all resources. Assist in orientation, induction and mentoring of staff. Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Coach and appraise staff at all levels and be able to solve problems. Implement maternal and child health care programmes (PMTCT, MBFI, IMCI, PPIP, KINC tec.) Attend Perinatal mortality review meetings Improve data management system and ensure timeous submission of statistics to Facility Information Officer. Ensure timeous submission of Employee Performance Management System documents for supervised staff Ensure accurate and reliable statistics and reports are generated through the information management section.

**ENQUIRIES**

: Mrs. R Singh Tel No: (032) 944 5054

**APPLICATIONS**

: To be hand delivered to Human Resource Office, 7 Sanele Nxumalo Road, Tongaat or posted to Private Bag X 06, Tongaat, 4400.

**FOR ATTENTION**

: HR Manager

**NOTE**

: 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. Detailed Curriculum Vitae (CV). Information such as educational qualification dates(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualification and other relevant documents on application. Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview The Reference Number must be indicated in the column provided on the form Z.83 e.g. TCHC 02/2021. 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). 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. Persons with disabilities should feel free to apply for any of the advertised posts. 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). 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 NB. Due to financial constraints, no S&T will be paid to candidates when attending the interviews.

- CLOSING DATE** : 28 July 2023
- POST 24/143** : **PROFESSIONAL NURSE SPECIALTY (ADVANCE MIDWIFERY) REF NO: QAD-01/2023 (X2 POSTS)**
- SALARY** : Grade1: R431 265 per annum  
Grade 2: R528 696 per annum  
Other Benefits: 13<sup>th</sup> cheque Home owners allowance (employee must meet prescribed requirements, Medical Aid (Optional) and 8% rural allowance
- CENTRE** : KZN Health Qadi Clinic
- REQUIREMENTS** : Grade 12, Degree/Diploma in general nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse. One year post basic qualification in Advanced Midwifery accredited with the SANC. Proof of current registration with SANC (only shortlisted candidates will submit proof). Certificate of service endorsed by your Human Resource Department (only shortlisted candidates will submit). Knowledge, Skills and Competencies Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant Legal frameworks i.e. Nursing Acts, Mental Act OH& S Act, Labour Relations Act Batho Pele and patient right Charter. Good insight of procedures and policies pertaining to nursing care. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counselling. Financial and budgetary knowledge. Computer skills on basic programs.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional legal framework. Ensuring clinical nursing practice by the nursing team in accordance with the Scope of Practice and nursing standards as determined by the relevant health facility. Implement activities aimed at the improvement of women's health. Ensure high quality nursing care is rendered to all clients accessing maternal services in the facility by considering CARMMA objectives, ESMOE, KINC, Helping Babies Breath (HBB) BBI. Identify high risks clients during anti-natal and post-natal periods, manage and refer accordingly. Ensure that other antenatal care programs i.e BANC are implemented to enhance care to all pregnant women. Ensure implementation and integration of HAST programs in O&G departments within the facility. Ensure accurate and proper record keeping for statistical purposes. Ensure adherence to the principles of infection prevention and control practices in the unit. Assess and identify the relationship between normal and physiological and specific system, alterations associated with problems, disorders and treatment in the pregnancy, labour, puerperium and neonates. Able to identify, manage, assist medical officer and refer obstetric emergencies according to protocols and guidelines. Participate in training, monitoring and research with the view to increasing the body of knowledge in the midwifery practice. Assist in planning and coordinating of training and promote learning opportunities for all nursing categories. Ensure compliance to qualify, IPC, Ideal CHC Hospital realization and maintenance (HRM) and norms and standards. Complete patient related data, partake in PPIP and attend peri-natal meetings. Collate and analyze data before submitting to the next level. Promote, instill and maintain discipline, professionalism and work ethics among employees. Manage the utilization and supervision of resources. Demonstrate an in-depth understanding of legislation and related nursing practices and how this impact on service delivery. Maintain a constructive working relationship with multidisciplinary team members. Monitor and report patient and safety incidence and patient's complaints. Assist in orientation and mentoring of staff.
- ENQUIRIES** : Mr. ST Mseleku (AMN) Tel No: (031) 519 0455
- APPLICATIONS** : to be forwarded to: The Human Resource Manager, Inanda Community Health Centre, Private Bag X04, Phoenix, 4080 or hand delivered to Human Resource Department, C 135 Umshado Road, Inanda, 4309.
- NOTE** : Directions to candidates: The following documents must be submitted, Application for Employment form (Z83) which is obtainable at any Government Department or from the Website – [www.kznhealth.gov.za](http://www.kznhealth.gov.za), Updated comprehensive Curriculum Vitae stating any experience relevant to the

Position. Certified copies of highest educational qualifications and other relevant documents will only be requested from the shortlisted candidates. Z 83 form must be completed in full manner that allows a selection committee to assess the quality of candidate based on the information provided on the form. Persons in possession of the foreign qualification will be required to bring an evaluation certificate from the South African Qualification Authority (SAQA) when shortlisted. The Post Reference Number must be indicated in the column provided on the form Z83 e.g Pharm 02/2023 NB: Failure to comply with the above instruction will disqualify applicants. Persons with disabilities should feel free to apply also African males are encouraged to apply. This department is an equal opportunity, affirmative action employer whose aim is to promote represent in all categories in the department. The appointment is subject to the positive outcome obtained from the following checks, (Security checks, Credits records, qualification, citizenship and previous experience verifications). Please take note that due to the large number of applications anticipated, applications might not be acknowledged. Correspondence might be limited to short listed candidates only. If you do not hear from us within 3 months of the closing date, please accept that your application has been unsuccessful. African males are encouraged to apply, Applications must be submitted on or before the closing date.

- CLOSING DATE** : 28 July 2023
- POST 24/144** : **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 09/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other benefits: 13<sup>th</sup> Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Inhospitable Allowance: 8%
- CENTRE REQUIREMENTS** : Dannhauser CHC  
: **Grade 1:** Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient’s Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.
- DUTIES** : Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations. Ensure accurate data generation/ collection, verification and submission to FIO timeously. Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care. Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation. Demonstrate effective communication with patients, supervisors

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

- ENQUIRIES** : Mrs T.P. Magudulela Tel No: (034) 621 6217
- APPLICATIONS** : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080
- FOR ATTENTION** : Mrs DBP Buthelezi
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae (only). Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.
- CLOSING DATE** : 31 July 2023
- POST 24/145** : **CLINICAL NURSE PRACTITIONER REF NO: DANCHC 10/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other benefits: 13<sup>th</sup> Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Inhospitable Allowance: 8%
- CENTRE** : Durnacol Clinic
- REQUIREMENTS** : **Grade 1:** Experience: A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing **Grade 2:** Experience: A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General nursing, of which at least 10 years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. Knowledge, Skills, Training and Competencies Required for the post: Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies. Sound knowledge of the National Core Standards (OHSC) and Data Management. Sound knowledge of the health programmes run at the PHC level. Ability to relieve in the service areas. Co-ordination and planning skills. Team building and supervisory skills. Good communication and problem solving skills. Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.
- DUTIES** : Implement and advocate for programmes initiative for clients and the community served by the clinic. Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic. Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper

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

- ENQUIRIES** : Mrs B.A. Mbatha Tel No: (034) 621 6119
- APPLICATIONS** : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080.
- FOR ATTENTION** : Mrs DBP Buthelezi
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae (only). Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.
- CLOSING DATE** : 31 July 2023
- POST 24/146** : **CLINICAL NURSE PRACTITIONER (PHC) REF NO: TCHC 03/2023**  
Department: Maternity
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other Benefits: 13<sup>TH</sup> Cheque/service bonus, Home Owners Allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : Tongaat Community Health Centre
- REQUIREMENTS** : Grade 12/Senior Certificate. Basic R425 Qualification i.e. Diploma or Degree in General Nursing and midwifery Plus, (1) One year post basic qualification in Clinical Nursing Sciences, Health Assessment, Treatment and Care (PHC). Current registration with SANC as a General Nurse and Primary Health Care and Midwifery. A minimum of 4 years appropriate/recognizable nursing experience as a general Nursing. Recommendations: Driver's License Computer Literacy Knowledge, Skills and Competencies: Demonstrate in depth knowledge and understanding of Health-Related Acts, Nursing Statutory Regulations and Guidelines, and other relevant Legal Framework i.e. Nursing Act and Regulation, Code of Ethics, Professional Practice of the South African Right Charter, Batho Pele Principles, Public Service Regulations, Grievance and Disciplinary Procedure. Good Communication, Report Writing and Facilitation, Leadership, Analytical Skills, Organizational Decision Making and Problem-Solving Skills, Interpersonal Skills, Diplomacy, etc. Good Human Relation Displaying a Concern for Patients, Promoting and Advocating Proper Treatment and Care including willingness and awareness to respond to Patient's Need. Good Financial and Human Resources Management.
- DUTIES** : Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping of 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 improve health service delivered by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to the scope of practice. Implement infection control standards and practices to improve quality of Nursing care. Improve the knowledge of staff and patients through health educational and in-service training. Implements standards practices criteria for quality. Maintain a constructive working relationship with nursing and the stakeholders. Ensuring proper utilization of human, material and financial resources and keeping up to date records of resources. Supervision of patient's records and intervention, keeping a good valid record an all-client interventions. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in clinic. Motivate junior staff regarding development in order to increase level expertise and assist patients to develop a sense of self care. Support the realization and maintenance of Ideal CHC programmes in the facility. Coordinate and manage the provision of the service to manage Covid-19 pandemic. Assist the operational manager in management of the unit Implement quality improvement plans for audits done. Improve data management system and ensure timeous submission.

**ENQUIRIES  
APPLICATIONS**

: Mrs. R Singh Tel No: (032) 944 5054  
 : To be hand delivered to Human Resource Office, 7 Sanele Nxumalo Road, Tongaat or posted to Private Bag X06, Tongaat, 4400.

**FOR ATTENTION  
NOTE**

: HR Manager  
 : The following documents must be submitted: The most recent Z83 application form for employment which is obtainable at any Government Department or the website: www.kznhealth.gov.za, The Z83 form must be completed in full. Detailed Curriculum Vitae (CV). Information such as Educational qualification dates(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualification and other relevant documents on application. Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview The Reference Number must be indicated in the column provided on the form Z.83 e.g. TCHC 02/2021. 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). 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. Persons with disabilities should feel free to apply for any of the advertised posts. 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). 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 NB. Due to financial constraints, no S&T will be paid to candidates when attending the interviews.

**CLOSING DATE**

: 28 July 2023

**POST 24/147**

: **CLINICAL NURSE PRACTITIONER (MCWH) REF NO: SMCHC 07/2023 (X2 POSTS)**  
 Directorate: SMCHC

**SALARY**

: R431 265 – R497 193 per annum, plus 12% rural allowance, plus 13<sup>th</sup> Cheque, Medical Aid (optional), Housing/Home Owners allowance (Employee must meet prescribed conditions)

**CENTRE  
REQUIREMENTS**

: St Margaret's Community Health Centre and UMzimkhulu Clinic  
 : **Grade 1:** 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 plus, Minimum of 4 years



appropriate/Recognisable Experience as a General Nurse. **Grade 2:** 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 plus, Minimum of 14 Years appropriate/Recognisable nursing Experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognisable PHC experience after obtaining a one year post basic qualification in Primary Health Care. Recommendations: Valid driver's License, Computer Literacy, NIMART training. Knowledge, Skills, Training and Competence Required: Knowledge of all applicable legislation such as Nursing Acts, Mental Act, OHS Act, Batho Pele Principles, Patients' Rights Charter, Labour Relations Act, Grievance Procedure etc., Leadership, Organizational, decision making and Problem solving, Conflict handling and counselling. Good listening and communication skills, Co-ordination and planning skills. Team building skills and supervisory skills. Good Interpersonal relationship skills, good insight of procedure and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

**DUTIES** : Provide administrative services: Plan and organise the clinic, ensure completion of statistics, ensure ordering and control of stationery and consumables, ordering of medication. Ensure implementation of 95 95 95 strategy in all aspects of all programmes. Provision of educational services: In-service training, personnel development, health education to patients. Provision of clinical services: Initiate the implementation of programme and evaluation of patients conditions, initiate minor treatments, individual consultation sessions. Function as a member of the therapeutic team. Continuous evaluation of nursing care and nursing services. Identify community needs. Ensure effective crisis management in the clinic. Initiate resuscitation if necessary. Assist in regional and departmental research projects. Ensure accurate data and information management systems. Ensure accurate monthly reporting to the Operational Manager or Deputy Manger nursing. Ensure implementation of the ideal CHC standards.

**ENQUIRIES** : All enquiries must be directed to Mr. SP Adonis: Deputy Manger Nursing Tel No: (039) 2599 222

**APPLICATIONS** : Applications must be directed Human Resource Manager: St Margaret's CHC, Private Bag X517, Umzimkhulu, 3297 or Hand delivered to: St Margaret's CHC Clydesdale Location, UMzimkhulu, 3297.

**FOR ATTENTION NOTE** : Mr. TL Nzimande

: An application for employment Form (Z83) must be completed and forwarded which is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Note: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and detailed curriculum vitae only. These will be requested only from shortlisted candidates. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatively at all occupational categories in the department. People with disabilities are encouraged to apply. The reference number must be indicated in the column provided on the form Z83, e.g. ref SMCHC 07/2023. 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, there will be no acknowledgement of applications. Should you not hear from us within 60 days of the closing date, kindly consider your application as unsuccessful. And only shortlisted candidates will be advised of the outcome of interview. Please note that due to financial constraints, there will be no payment of S&T claims covering transport fees to the interview venue.

**CLOSING DATE** : 28 July 2023

**POST 24/148** : **CLINICAL NURSE PRACTITIONER GRADE 1,2 REF NO: NGWE 99/2023**  
Department: Various Clinics

**SALARY** : R431 265 – R497 193 per annum  
R528 696 – R645 720 per annum  
Other Benefits: 13<sup>TH</sup> Cheque, Medical Aid (Optional), Housing Allowance (employee must meet the prescribed requirements), 8%In-hospitable allowance

**CENTRE** : Ngwelezana Hospital

## **REQUIREMENTS**

: **Grade 1:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with the SANC as Professional Nurse. A 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. Registration with the SANC as a Professional Nurse. Current SANC receipt. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with the SANC as Professional Nurse. Registration with SANC as Professional Nurse. A 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. A minimum of 14 years appropriate or recognizable experience in nursing after registration as Professional Nurse. with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate/recognizable experience in Primary Health Care. Current SANC receipt. Knowledge, Skills, Attributes and Abilities: Leadership, organizational, decision-making and problem solving abilities within the limit of public sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant. Legal framework such as Nursing Act, Health Act, OHSA, PSR etc. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Demonstrate a basic understanding of H.R and financial policies. Insight into procedures and policies pertaining nursing care, computer skills in basic programs. Sound clinical concept within the specific domain.

## **DUTIES**

: Provision of an integrated quality and comprehensive primary health care services by promoting health, prevention of diseases, curative services to the clients and community. Provide PICT, UTT and adherence counselling to all clients. Perform a clinical nursing practice in accordance with scope of practice and nursing standards as determined for a primary health care facility. Work as part of the multi-disciplinary team to ensure good nursing care at PHC level. Provide primary prevention strategies and management of communicable and non-communicable diseases. Provision of good quality care according to Ideal Clinic Realization and Maintenance (ICRM) and office of health standard compliance guidelines. (OHSC) Manage and monitor proper utilization of human, financial, physical and material resources. Ensure data management is implemented and monitored. Demonstrate effective communication with patient, supervisors, and other clinicians including report writing when required. Work effectively co-operatively and amicably with persons of diverse intellectual cultural racial 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 and patients' Rights charter. Handle obstetric emergencies and high risk conditions. Ensure clinical intervention to clients including administering of prescribed medication and ongoing observations of patients in the clinic. Ensure proper utilization and safe keeping of basic medical surgical pharmaceutical and stock suppliers. Supervision of patients and provision of basic patient needs, e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic using EDL guidelines. Ability to assess, diagnoses, treat and refer the patients with clinical problems above PHC scope. Ensure compliance with all indicators for DOH Programmes. Ensure the implementation of community based model.

## **ENQUIRIES APPLICATIONS**

: Mr. S Mtshali Tel No: (035) 901 7000  
: 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.

- CLOSING DATE** : 04 August 2023
- POST 24/149** : **CLINICAL NURSE PRACTITIONER GRADE 1&2 – DRIEFONTEIN MOBILE 2 CLINIC REF NO: LRH 52/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other Benefits: 13<sup>TH</sup> Cheque, Housing Allowance (employees must Meet the prescribed requirements), (Medical Aid Optional), 8% inhospitable rural allowance.
- CENTRE REQUIREMENTS** : Ladysmith Regional Hospital (Primary Health Care)  
Senior Certificate/Grade 12. Degree/Diploma in General Nursing and Midwifery Plus. One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC. Current registration with SANC (2023 Receipt). Registration certificates with SANC in General Nursing and Midwifery Plus Clinical Nursing Science, Health Assessment, Treatment and Care. A minimum of four/4 year's appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing. Valid Driver's License. Certificate of Service Endorsed by Human Resource Department. Knowledge, Skills and Experience Required: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, inter-personal and problem solving skills. Good verbal, listening and written communication skills. Knowledge of Labour Relations and disciplinary procedures. Clinical competencies. Knowledge of nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills. Co-ordinating and planning skills.
- DUTIES** : Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. Ensure the supervision and provision of basic patient needs. Promote preventive and promotive health for clients. Evaluate and follow up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patients clinical conditions. Attend and participate in doctor's visits. Co-ordinate between hospital and community. Health education of patients, staff and public. Assessing in-service training needs, planning and implementing of training programs. Assist patients and families to develop a sense of care.
- ENQUIRIES APPLICATIONS** : Mrs. N Nkehli Tel No: (036) 637 2111
- FOR ATTENTION NOTE** : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370.  
Mr S.L.Dlozi  
The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department

OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.

- CLOSING DATE** : 28 July 2023
- POST 24/150** : **PROFESSIONAL NURSE (SPECIALTY) REF NO: TCHC 02/2023**  
Department: Maternity
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other Benefits: 13<sup>TH</sup> Cheque/service bonus, Home Owners Allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** : Tongaat Community Health Centre  
Grade 12/Senior Certificate. Basic R425 Qualification i.e. Diploma or Degree in General Nursing and midwifery or equivalent qualification that allows registration with South Africa Nursing Council (SANC) as a Professional Nurse.1 (one) year Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science accredited by SANC Registration Certificates from South African Nursing Council (SANC) as Professional Nurse and Advanced Midwifery and Neonatal Nursing Science. Only shortlisted candidates will submit proof of current registration with South African Nursing Council (SANC) as a General Nurse and Advanced Midwife (SANC Receipt for 2023). **Grade 1:** A minimum of 5 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nurse including Post Basic Qualification in Advanced Midwifery and Neonatal Nursing Science. **Grade 2:** A minimum of 14 years appropriate/recognizable post registration experience in nursing after registration as a Professional Nurse with SANC in General Nursing of which at least 10 years must be appropriate/recognizable experience in the specialty after obtaining the relevant 1-year post-basic qualification in Advanced Midwifery and Neonatal Science. Recommendations: Drivers License. Computer Literacy. Knowledge, Skills and Competencies: Demonstrate in depth knowledge and understanding of Health Related Acts, Nursing Statutory Regulations and Guidelines, and other relevant Legal Framework i.e. Nursing Act and Regulation, Code of Ethics, Professional Practice of the South African Right Charter, Batho Pele Principles, Public Service Regulations, Grievance and Disciplinary Procedure. Good Communication, Report Writing and Facilitation, Leadership, Analytical Skills, Organizational Decision Making and Problem Solving Skills, Interpersonal Skills, Diplomacy, etc. Good Human Relation Displaying a Concern for Patients, Promoting and Advocating Proper Treatment and Care including willingness and awareness to respond to Patient's Need. Good Financial and Human Resources Management.
- DUTIES** : Monitoring of patients in labour and conducting deliveries Implement standards, practices, criteria and indicators for improving quality nursing care. Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Deal with disciplinary issues, grievances and other labour issues including monitoring and managing absenteeism. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Conduct ESMOE, HBB and BANC drills. Implement National Core Standards guidelines and standard operational plans. Implement strategies and standard operational plans for Ideal Clinic, Batho Bele principles. Monitor and report patient safety incidents e.g. needle stick injuries, patient complaints etc. Assist in planning and coordination of training and promote learning

opportunities for all nursing categories i.e. on the job training. Ensure and monitor the availability, adequately and optimum utilization of all resources. Assist in orientation, induction and mentoring of staff. Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Coach and appraise staff at all levels and be able to solve problems. Implement maternal and child health care programmes (PMTCT, MBFI, IMCI, PPIP, KINC tec.) Attend Perinatal mortality review meetings Improve data management system and ensure timeous submission of statistics to Facility Information Officer. Ensure timeous submission of Employee Performance Management System documents for supervised staff Ensure accurate and reliable statistics and reports are generated through the information management section.

**ENQUIRIES  
APPLICATIONS**

: Mrs. R Singh Tel No: (032) 944 5054  
: To be hand delivered to Human Resource Office, 7 Sanele Nxumalo Road, Tongaat or posted to Private Bag X 06, Tongaat, 4400.

**FOR ATTENTION  
NOTE**

: HR Manager  
: 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. Detailed Curriculum Vitae (CV). Information such as educational qualification dates(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualification and other relevant documents on application. Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview The Reference Number must be indicated in the column provided on the form Z.83 e.g. TCHC 02/2021. 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). 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. Persons with disabilities should feel free to apply for any of the advertised posts. 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 (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 NB. Due to financial constraints, no S&T will be paid to candidates when attending the interviews.

**CLOSING DATE**

: 28 July 2023

**POST 24/151**

: **OCCUPATIONAL HEALTH NURSE GRADE 1 REF NO: NKAH 07/2023**  
(Re-advertised)

**SALARY  
CENTRE  
REQUIREMENTS**

: Grade 1: R431 265 - R497 193 per annum, Plus 8% rural allowance  
: Nkandla Hospital  
: Senior certificate or Grade 12, Degree / National Diploma in General nursing Science and Current Registration certificate with SANC as a professional Nurse, One (1) year post basic qualifications in Occupational Health Nursing Science, A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a professional Nurse with SANC IN General Nursing. Knowledge of nursing care processes and procedures, nursing status and other relevant legal frame work, Sound knowledge of Occupational Health and Safety Act, Compensation for Occupational injuries and Diseases Act (COIDA) and the latest Employee Health Wellness framework for the Public Service, Knowledge of basic human resource and financial management, Ability to formulate occupation health related policies and procedures, Ability to demonstrate good insight of policies and procedures pertaining to occupational and solving capabilities, Ability to communicate both verbally and in writing, Computer literacy on basic Microsoft Software packages.

**DUTIES**

: Co-ordinate HIV/AIDS and TB Management Sub-Programme in context of prevention, treatment, care and support management of human and legal rights, access to justice and monitoring, research and surveillance, Operationalize Health and Productivity Management Sub- Programme in context of health and productivity, disease management, chronic illness, mental health, temporary incapacity leave, ill health retirement, injury on duty, occupational disease and educational health and promotion, Work as part of multidisciplinary team to ensure quality of care, including working cooperative with all employees of diverse social, religious and cultural backgrounds on the development of orientation and induction programme, Champion, promote and advocate proper treatment and care, including employee health and wellness campaigns so as to respond to the needs of employees, Conduct disease profiles amongst employees and develop quality improvement plans, policies and procedures and ensure their timeous implementation, Co- ordinate healthy lifestyle promotion, medical surveillance (baseline, periodical and exit) and occupational health training programmes, Conduct occupational health audits in compliance with the occupational Health and Safety Act 85 of 1993 and relevant legislation baseline/audit improvement, including the implementation of occupational health and safety manuals and protocols, Co-ordinate establishment of a multi-disciplinary HIV, IDS, TB, Health and Productivity Management Sub-Committees as a platform of reflecting on employee health and wellness issues, Compile and capture IOD cases on Umehluko system, including compilation of IOD statistic to ensure reporting to Compensation Commissioner's Officer in the Department of Labour, Maintain accurate staff records, identify and investigate occupational health disease and compile statistics and submit reports to the CHC management and District Office, Develop occupational health business plan in line with the institutional plans, and manage, plan, monitor, evaluate and review the utilization of resources as an acting employee health and wellness programme coordinator/manager.

**ENQUIRIES**

: Mr SP Dlamini Tel No: (035) 833 5000 ext.: 50

**APPLICATIONS**

: All applications should be posted to: The Human Resource Manager: Mr. S.P Dlamini: Nkandla District Hospital Private Bag X102, Nkandla, 3855

**FOR ATTENTION**

: Human Resource Manager

**NOTE**

: This Department is an equal opportunity, affirmative action employer, whose aim is to promote representativity in all levels of all occupational categories in the Department, the contents of this Circular Minute must be brought to the notice of all eligible Officers and employees on your establishment of all institutions. Institutions must notify candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Directions to Candidates: The following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za).The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of Qualifications and identity document-not copies of certified copies, (No attachments/copies/certified copies/proof/certificate/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted) The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. NKAH 01/2019. NB: failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledging. However; correspondence will be limited to shortlisted candidates only. Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for an interview. NB: Preference will be given to African Male and people with disabilities.

**CLOSING DATE**

: 28 July 2023

**POST 24/152**

: **PROFESSIONAL NURSE (SPECIALTY): ORTHOPAEDICS GRADE 1 OR 2**  
**REF NO: SAP 16/2023 (X1 POST)**

**SALARY**

: Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Housing allowance. Employee must meet prescribed requirements).

- CENTRE** : St Apollinaris Hospital
- REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification PLUS; Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Diploma or Degree in General Nursing and Midwifery. A Post Basic Nursing qualification with duration of at least one year accredited with SANC in Orthopaedics. Current registration with SANC (2023) as a general nurse, midwifery and Orthopaedics. Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration. Experience: **Grade 1:** A minimum of four (4) years appropriate/ recognizable experience in nursing after Registration as a professional nurse with the SANC in General Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a professional nurse with the SANC in General nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience after obtaining the 1 year post basic qualification in Orthopaedics. Knowledge, Skills and Competencies Required: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.
- DUTIES** : Co-ordinate optimal, holistic, specialized nursing care with set standards and within a professional/legal framework. Ensure availability of policies and ward manuals e.g. SANC rules and regulations, procedures, infection control and disaster manual. Complete patient related data and partake in research. Ensure recording of all interventions conducted on the patients. Ensure that clients are cared for in a safe and therapeutic environment. Monitoring of needle stick injuries, patient complaints. Assist in planning and co-ordination of training and promote learning opportunities for all nursing categories i.e. on the job training. Ensure and monitor the availability, adequately and optimum utilization of all resources. Assist in orientation, induction and mentoring of all nursing staff and orientation of other staff. Provide effective management and professional leadership by ensuring that the unit is organized to provide quality nursing care. Coach and appraise staff at all levels and be able to solve problems. Prevention and treatment of musculoskeletal disorders and diseases including bone fractures, joint replacements, osteoporosis and arthritis.
- ENQUIRIES** : should be directed to Ms D Duma Tel No: (039) 833 9001/2
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.
- FOR ATTENTION** : Human Resources Section
- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

“People with disabilities should feel free to apply”. The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S&T claims. 28 July 2023

**CLOSING DATE**

:

**POST 24/153**

:

**PROFESSIONAL NURSE SPECIALTY (OPHTHALMIC UNIT) REF NO: CJMH 09 /2023 (X1 POST)**

**SALARY**

:

Grade 1: R431 265 per annum. Other Benefits: 12% Rural Allowance, 13<sup>th</sup> Cheque, housing allowance (employee must be prescribed requirement and medical aid (optional)

**CENTRE**

:

Charles Johnson Memorial Hospital

**REQUIREMENTS**

:

Senior certificate/Grade 12 or equivalent qualification, Degree/National Diploma in General nursing and Midwifery plus one year post basic qualification in Ophthalmic Nursing Science, Current registration with SANC as a Professional Nurse, Grade 1: minimum of 4 years appropriate/ recognizable as General Nurse. At least five (1) year appropriate/ recognizable experience in ophthalmic unit after obtaining the one year post basic qualification for the relevant specialty (Ophthalmic nursing Science), (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted) Knowledge, Skills Training And Competencies Required: Knowledge and experience of Public service policies and regulations, Knowledge of Nursing Act health Act, occupational Health and safety act, Display a concern for patients, promoting and advocating proper treatment, Sound understanding of legislations and related ethical nursing practices within the unit, Report writing skill, conflict management, interpersonal and team building skills, Communication skills.

**DUTIES**

:

Provide comprehensive quality nursing care to reduce and manage the burden of eye diseases, Assist in decreasing eye complications & ensure all patients are screened for eye problems, Ensure patients who need cataract extraction are offered the necessary service, Manage all resources within the unit effectively and efficiently to ensure optimum service delivery, Able to plan and organize own work and that support personnel to ensure proper nursing care, Display concern for patient, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirement and expectation ( Batho Pele), Able to manager clients during disaster and implement disaster plans, Work as part of the multidisciplinary team to ensure good nursing care, Demonstrate effective communication with patient, supervisors and other clinicians including report writing when required ensure compliance with all national, provincial and professional prescripts in order to render a safe patient service and improve clients satisfaction, Participate in the analysis and formulation of nursing policies and procedure, Assist in EPMDS evaluation of staff within the unit and participate in monitoring the training need of staff, Provide direct and supervision 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, Provide for a safe therapeutic and hygiene environment, Work effectively and amicably at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences, Demonstrate and understanding of Human Resource and Financial management policies and procedures, Monitor and evaluate the care management of all patients and ensure the maintenance of accurate and complete patient records.

**ENQUIRIES**

:

Mrs. T. P. Ndlovu Tel No: (034) 271 6400

**APPLICATIONS**

:

All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.

**FOR ATTENTION**

:

Human Resource Manager

**NOTE**

:

Due to financial constraints No S&T or relocation costs will be paid for attending interviews.

**CLOSING DATE**

:

28 July 2023

**POST 24/154**

:

**PROFESSIONAL NURSE SPECIALTY (ADVANCED MIDWIFERY) REF NO: CJMH 06 /2023 (X5 POSTS)**

**SALARY**

:

R431 265 – R497 193 per annum. Other Benefits: 12% Rural Allowance, 13<sup>th</sup> Cheque, Homeowner’s allowance (employee must meet prescribed requirements)



<b><u>CENTRE REQUIREMENTS</u></b>	:	Charles Johnson Memorial Hospital
	:	Grade 12/senior certificate, An appropriate B Degree/National Diploma in General nursing and midwifery, and 1 year course in clinical health assessment and care, Minimum of four (4) years appropriate/ recognizable nursing experience after registration as a Professional Nurse with SANC, Knowledge, Skills Training and Competencies Required: Demonstrate in depth understanding of nursing legislation legal and ethical nursing practices, Ability to develop patient related policies, Promote quality nursing care as directed by professional scope of practice and standards as determined by the relevant health facility, Demonstrate a basic understanding of HR and financial policies and practices, Strong interpersonal communication and presentation skills, Knowledge of IPC guidelines and policies, Basic computer literacy, Knowledge of minimum standards, national Core standard, provincial Quality initiatives (Human right, Batho Pele Principles, Patient Right Charter, Ideal Clinic, Ideal Hospital realization model and NHI.
<b><u>DUTIES</u></b>	:	Provide optimal, holistic specialized nursing care with set standards and a professional/legal growth, Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility, Assess and identify the relationship between normal physiological and specific system alteration associated with problems, disorders and treatment in pregnancy, labour puerperium and neonates, Plan management according to identified problems, Participate in training, monitoring and research with a view to increasing the body of knowledge in midwifery practice, Participate in the management of obstetric emergencies, Implement midwifery protocols and guidelines, Participated attend perinatal mortality review meetings, Conduct audits and survey, develop quality improvements plans monthly and report to Nursing management, Implement maternal and child health care programmes (PMTCT, MBFI, IMCI, PPIP, KINC e.t.c), Ensure provisioning of accurate statistical data, Maintain accurate and complete patient records, Utilize information technology and other management information system to manage, establish, maintain and participate in inter-professional and multi- disciplinary teamwork that promotes effective and efficient health care, Report patient safety incidents & Early warning system.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs. T. P. Ndlovu Tel No: (034) 271 6400
	:	All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.
<b><u>FOR ATTENTION NOTE</u></b>	:	Human Resource Manager
	:	Due to financial constraints No S&T or relocation costs will be paid for attending interviews.
<b><u>CLOSING DATE</u></b>	:	28 July 2023
<b><u>POST 24/155</u></b>	:	<b><u>PROFESSIONAL NURSE GRADE 1 OR 2 (SPECIALTY IN MENTAL HEALTH UNIT) REF NO: CJMH 13/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R431 265 per annum. Other Benefits: 13th Cheque Rural Allowance is compulsory Homeowner's allowance must meet Prescribed requirements, Medical Aid (optional) plus 12% rural allowance
<b><u>CENTRE REQUIREMENTS</u></b>	:	Charles Johnson Memorial Hospital
	:	<b>Grade 1:</b> Matric or senior certificate, Diploma/ Degree Comprehensive General Nursing (midwifery, Psychiatry and Community Nursing Science), A post basic qualification in Psychiatry Nurse, Proof of registration with the SANC as General Nurse and Midwife/Accoucher, A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. <b>Grade 2:</b> Matric or senior certificate, Diploma/ Degree Comprehensive General Nursing(midwifery, Psychiatry and Community Nursing Science), A post basic qualification in Psychiatry Nurse, Proof of registration with the SANC as General Nurse and Midwife/Accoucher, A minimum of ten (10) as appropriate or recognizable experience in nursing field after registration as a professional nurse with SANC in General nursing, At least five (05) years of period referred above must be appropriate or recognizable experience after obtaining a one (01) year post basic qualification in Advanced Psychiatric Nursing (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted). Knowledge, Skill, Competencies and Training Required: Strong interpersonal, communication and presentation skills, Ability to make independent decisions, An understanding of the

<b><u>DUTIES</u></b>	: challenges facing the public health sector, High level of accuracy, Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations. : Provide optimal, holistic specialized nursing care set standards and be within a professional and legal framework, Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility, Plan management according to identified problems, Implement mental health protocols and guidelines, Conduct audits and surveys, develop quality improvement plans monthly and report to OMN, Ensure provisioning of accurate statistical data, Maintain accurate and complete patient record, Utilize information technology and other management information system to manage, Establish, maintain and participate in enter-professional and multi-disciplinary teamwork that promotes effective and efficient health care, Reports Patient Safety Incident & Early Warning System, Display a sound understanding of mental health care Act 7/2002 in relation to the procedure conducted in the mental health care users, Give advice on initial psychiatric assessment to clients requiring 72hrs observation in order to initiate appropriate nursing care plan required by the client, Ensure keeping, maintaining and auditing of mental health users records.
<b><u>ENQUIRIES APPLICATIONS</u></b>	: Mrs. T. P. Ndlovu Tel No: (034) 271 6400 : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.
<b><u>FOR ATTENTION NOTE</u></b>	: Human Resource Manager : Due to financial constraints No S&T or relocation costs will be paid for attending interviews.
<b><u>CLOSING DATE</u></b>	: 28 July 2023
<b><u>POST 24/156</u></b>	: <b><u>CLINICAL NURSE PRACTITIONER REF NO: MAD 43/ 2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	: Grade 1: R431 265 – R497 193 per annum Grade 2: R528 696 – R645 720 per annum plus 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<b><u>CENTRE REQUIREMENTS</u></b>	: Madadeni Provincial Hospital, Newcastle Clinic : Basic R425 Degree/ Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a professional nurse. A post basic qualification with a duration of at least 1 year in Clinical assessment, treatment and care. A minimum of 4 years appropriate/ recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. Knowledge, Skills, Training and Competencies Required: Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies. Sound knowledge of the health programmes run at the PHC level. Sound knowledge of the Norms and Standards, Ideal Clinic and data management.
<b><u>DUTIES</u></b>	: Demonstrate effective communication with patients, supervisors and other clinicians, including report writing and statistics. Assist the unit manager/ Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure effective Nursing Care in the clinic. Implement and advocate for preventive and promotive health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ensure effective implementation of National Norms and Standards and Ideal Clinic Realisation and Maintenance Framework. Supervision of patients and provision of basic patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the therapeutically environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Ensure that programme specific data collected is timeous and accurate. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care. Refer patients promptly according to the set guidelines, protocols, policies. Ensure proper

	utilization and safe keeping of basic medical, surgical and pharmaceutical stock.
<b><u>ENQUIRIES</u></b>	: Mr. R.S.M Ngcobo Tel No: (034) 328 8137
<b><u>APPLICATIONS</u></b>	: All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.
<b><u>FOR ATTENTION</u></b>	: The Recruitment Officer
<b><u>NOTE</u></b>	: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. Due to financial constraints No S&T or relocation costs will be paid for attending interviews. EE Target (African Male).
<b><u>CLOSING DATE</u></b>	: 28 July 2023
<b><u>POST 24/157</u></b>	: <b><u>CLINICAL NURSE PRACTITIONER</u></b>
<b><u>SALARY</u></b>	: Grade 1: R431 265 - R497 193 per annum, Plus 8% rural allowance Grade 2: R528 696 - R645 720 per annum, Plus 8% rural allowance Benefits: Plus 13 <sup>th</sup> cheque, Housing Allowance and Medical aid optional Employee must meet prescribed requirements
<b><u>CENTRE</u></b>	: Nkandla Hospital (Mobile: Nkah15/2023 (X2 Posts) Nkandla Hospital (Hast Clinic: Ref No: Nkah 16/2023 (X2 Posts) Nkandla Hospital (Chwezi Clinic: Ref No: Nkah 17/2023) Nkandla Hospital (Mpandleni Clinic: Ref No: Nkah 18/2023) (X2 Posts) Nkandla Hospital (Vumankhlamvu Clinic: Ref No: Nkah 19/2023)
<b><u>REQUIREMENTS</u></b>	: Senior certificate (Grade 12), Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery, A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care, Current SANC receipt (2022), <b>Grade 1:</b> A minimum of four (04) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. <b>Grade 2:</b> A minimum of fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care, Basic computer literacy to enhance service delivery, Effective communication with patients, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery, Knowledge of labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills.
<b><u>DUTIES</u></b>	: Provide comprehensive Primary Health Care services to all learners in their catchment population, Attend to assessment and immunization campaign

		required by the Department of Health, Treat, and screen, educate and refer the learners accordingly, Attend to programmes and monthly statistics, Responsible for smooth running of the programmes in the schools.
<b><u>ENQUIRIES</u></b>	:	Mrs. BW Motloung Tel No: (035) 833 5000 ext 5080
<b><u>APPLICATIONS</u></b>	:	All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855.
<b><u>FOR ATTENTION</u></b>	:	Human Resource Manager
<b><u>NOTE</u></b>	:	The applicants must include only completed and signed new Z83, obtained 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, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview. (No attachments / copies / certified copies / proof / certificates/letter on application, Only Z83 and CV, applicants will submit documents only when shortlisted).
<b><u>CLOSING DATE</u></b>	:	28 July 2023
<b><u>POST 24/158</u></b>	:	<b><u>ENVIRONMENTAL HEALTH PRACTITIONER- WASTE MANAGEMENT REF NO: APP/14/2023</u></b>
<b><u>SALARY</u></b>	:	R359 622 per annum. Benefits: 13 <sup>TH</sup> Cheque, medical aid (optional) and 8% rural allowance.
<b><u>CENTRE</u></b>	:	Appelsbosch hospital
<b><u>REQUIREMENTS</u></b>	:	Grade 12 (Senior Certificate) Degree/Diploma in Environmental Health. Only if shortlisted submit proof of current registration with HPCSA as environmental Health Practitioner. A valid code B driver's license. Experience: shortlisted applicant will be required to submit previous and current work experience endorsed and stamped by Human resource department (Certificate of service) Applicants must submit confirmation letter of relevant experience from their supervisors in an official letterhead of the employer only if shortlisted. Knowledge, Skills and Competencies: Problem solving and conflict management. Possess technical and practical knowledge on Environmental health. Possess in-depth knowledge on Health Care Waste Management. Possess good analytic, negotiation, listening, planning and organizing. Possess good verbal and written communication skills.
<b><u>DUTIES</u></b>	:	Implement waste management principles, policies, legislation and standards. Establish and coordinate all the activities of an institutional waste management committee, including implementation of committee resolutions. Manage health care waste (including its budget) for the entire catchment area of the institution, including waste from EMRS bases and medico-legal mortuaries linked to that institution. Develop and implement an institutional waste management plan, which will include inter alia, waste avoidance, waste minimization, reuse, recycling and recovery initiatives. Train institutional staff on waste management best practices. Supervise waste segregation, containerization and all processes and ensure compliance monitoring. Report on the waste information system. Manage and oversee the weighing of waste, record keeping, internal collection and storage of health care waste. Identify waste services that need to be outsourced and participate in the development of a specification. Monitor and evaluate the services of all health care waste management service providers. Manage and supervise all employees (including on-site management staff and general orderlies) that are involved in health care waste management in the institution. Conduct and coordinate outreach programmes to educate communities on community-generated health care waste throughout the catchment area of the institution. Liaise with institutional management and the District Office on all health care waste management issues.
<b><u>ENQUIRIES</u></b>	:	Mr. FW Khomo Tel No: (032) 2948000 ext. 263
<b><u>APPLICATIONS</u></b>	:	delivered to: Appelsbosch Hospital, Private Bag X215, Ozwathini, 3242
<b><u>FOR ATTENTION</u></b>	:	Chief Executive Officer
<b><u>NOTE</u></b>	:	Equity Target: African Male
<b><u>CLOSING DATE</u></b>	:	04 August 2023
<b><u>POST 24/159</u></b>	:	<b><u>DIAGNOSTIC RADIOGRAPHER REF NO: GS 54/23</u></b> Component: Radiology Department
<b><u>SALARY</u></b>	:	Grade 1: R359 622 per annum Grade 2: R420 015 per annum

	Grade 3: R491 676 per annum Other Benefits: 13 <sup>TH</sup> Cheque, Medical Aid (Optional), Home Owner Allowance, Employee Must Meet Prescribed Requirements
<b><u>CENTRE REQUIREMENTS</u></b>	: Greys Hospital, Pietermaritzburg : Experience: <b>Grade 1:</b> No experience required after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa <b>Grade 2:</b> Minimum of 10 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of eleven years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa <b>Grade 3:</b> Minimum of 20 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 21 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa Senior Certificate or equivalent National Diploma / Degree in Diagnostic Radiography Registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer Current registration with HPCSA for 2022/2023 as a diagnostic radiographer (Independent Practice) NB! Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources. Knowledge, Skills and Experience: Sound knowledge of diagnostic radiography procedures and equipment including CT and PACS/RIS applications. Good communication, interpersonal relations and problem solving skills Knowledge of radiation control regulations and safety measures Ability to perform and record quality assurance tests as stipulated by the Radiation Control Directorate. Computer Literacy.
<b><u>DUTIES</u></b>	: Provide high quality diagnostic radiographic service observing safe radiation protection standards. Participate in after hours and standby duties which include nights, weekends and Public Holidays. Provide assistance and training to junior staff and student radiographers. Promote good health practices and ensure optimal care of the patient. Perform reception and administrative duties as required Participate in Quality Assurance and Quality Improvement programmes, In-service training, National Core Standards and Ideal Hospital Realisation Maintenance Framework. Inspect and utilize equipment professionally to ensure that it complies with safety standards and ensure health and safety rules and regulations are adhered to.
<b><u>ENQUIRIES APPLICATIONS</u></b>	: Mr S Rashkumar Tel No: (033) 897 3377 : Applications to be forwarded to: The Human Resources Management Office, Greys Hospital, Private Bag X9001, Pietermaritzburg, 3200.
<b><u>FOR ATTENTION NOTE</u></b>	: Mrs M. Chandulal : Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The Employment Equity Target for this post is: African Male, Indian Male, White Male.
<b><u>CLOSING DATE</u></b>	: 28 July 2023
<b><u>POST 24/160</u></b>	: <b><u>PHYSIOTHERAPIST REF NO: ADD/PHYSIO1/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	: Grade 1: R359 622 - R408 201 per annum Grade 2: R420 015 - R477 771 per annum Other Benefits: 13 <sup>th</sup> cheque Medical Aid (optional), Housing Allowance (conditions apply).
<b><u>CENTRE REQUIREMENTS</u></b>	: Addington Hospital: KwaZulu Natal : Grade 12 certificate / Senior Certificate. Bachelor's Degree or equivalent qualification in Physiotherapy. Registration certificate with the HPCSA as a Physiotherapist. Current registration with the HPCSA as a Physiotherapist. Certificate of Service endorsed by Human Resource Department. Experience: <b>Grade 1:</b> No experience required after registration with the Health Professions Council of South Africa (HPCSA) as Physiotherapist. <b>Grade 2:</b> A minimum of ten (10) years relevant experience after registration with the Health Professional Council (HPCSA) as a Physiotherapist. Knowledge, Skills

<b><u>DUTIES</u></b>	:	Training and Competencies Required: Sound knowledge of Physiotherapy diagnostic and therapeutic procedures. Knowledge on use and care of equipment. Good knowledge on scope of practice, ethical codes and relevant legislation. Clinical reasoning and decision-making skills. Ability to work within a multi-disciplinary team. Good organisation and time management skills. Excellent communication and interpersonal relations. Basic supervisory skills. Comprehensive assessment of all patients using correct diagnostic and therapeutic techniques. Development of appropriate treatment programmes for patients. Provision of appropriate mobility and seating devices to patients. Recording of clinical findings and discussions in patient files. Practise holistic management of patients by referring to appropriate disciplines. Maintain statistics for clinical and non-clinical tasks. Serve as representative on committees such as IPC, OHS, resuscitation etc. as allocated by supervisor. Participate in Quality Improvement programmes of the physiotherapy department and institution as requested. Involvement in monitoring and evaluation programmes of the physiotherapy department such as clinical and documentation audits, leave and attendance audits, NCS, Ideal Hospital assessments etc. Participate in regular performance management assessments. Participate in staff development activities e.g. CPD, in-service training, case presentations etc. Ensure safety and security of equipment and consumable resources of the department.
<b><u>ENQUIRIES</u></b>	:	Mrs S.D Naidoo Tel No: (031) 327 2346
<b><u>APPLICATIONS</u></b>	:	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. It is recommended that applications be hand delivered or couriered as the Hospital is experiencing delays with posted applications.
<b><u>FOR ATTENTION</u></b>	:	Mrs P Makhoba
<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>	:	28 July 2023
<b><u>POST 24/161</u></b>	:	<b><u>DIAGNOSTIC RADIOGRAPHY REF NO: LRH 51/2023 (X1 POST)</u></b> Component: Radiology
<b><u>SALARY</u></b>	:	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 (employees must Meet the prescribed requirements), (Medical Aid Optional)
<b><u>CENTRE</u></b>	:	Ladysmith Regional Hospital
<b><u>REQUIREMENTS</u></b>	:	Grade 12 (Matric) Certificate. National Diploma/Degree in Diagnostic Radiography. Registration with the HPCSA as a Diagnostic Radiographer (Independent Practice). Current registration as a Diagnostic Radiographer (2023/2024). <b>Grade 1:</b> No Experience after registration with HPCSA in respect of RSA qualified who have performed community services, and 1 year appropriate/recognizable experience in respect of foreign qualified not required to perform community service. <b>Grade 2:</b> minimum of 10 years appropriate/recognizable experience after registration as a Radiographer with

the HPCSA in respect of RSA qualified who have performed community services, and 11 year appropriate/recognizable experience after registration as a Radiographer with the HPCSA in respect of foreign qualified not required to perform community service. **Grade 3:** Minimum of 20 years appropriate/recognizable experience after registration as a Radiographer with the HPCSA in respect of RSA qualified who have performed community services, and 21 year appropriate/recognizable experience after registration as a Radiographer with the HPCSA in respect of foreign qualified not required to perform community service. NB: only shortlisted candidates will be required to submit certified documents and certificate of service on or before day of the interview following communication from HR. Knowledge, Skills, Training and Competences Required: Sound knowledge of Diagnostic Radiography procedures, including computed tomography and fluoroscopy, and equipment. Sound knowledge of radiation control and safety measures. Computer literacy. Knowledge of relevant Health and Safety Acts. Ability to communicate effectively and problem solving skills. Good interpersonal relations and ability to perform well within a team. Ability to perform basic quality assurance tests.

**DUTIES** : To provide high quality Diagnostic Radiographic service according to patient needs. To promote good health practices and ensure optimal care of patients. To execute all clinical procedures competently to prevent complications. To provide a 24 hour radiographic service including weekends and public holidays. To perform reception, clerical duties as required. To compile reports as required in working environment. To comply with safe radiation protection standards. To contribute to the overall work process in the component. To comply with and promote Batho Pele principles. To inspect and utilize equipment professionally and thus ensure compliance with safety regulations. To participate in quality assurance and quality improvement projects. To participate and comply with National core standards.

**ENQUIRIES** : Mr. B. Mbana (Assistant Director Radiography) Tel No: (036) 6372111  
**APPLICATIONS** : All applications should be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370.

**FOR ATTENTION** : Mr S.L.Dlozi  
**NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.

**CLOSING DATE** : 28 July 2023

**POST 24/162** : **EMPLOYEE ASSISTANCE PRACTITIONER REF NO: MAL CHC 20/2023**

**SALARY** : R359 517 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance.

**CENTRE** : Mfundo Arnold Lushaba CHC  
**REQUIREMENTS** : Senior Certificate (Grade 12); An Appropriate Bachelor's Degree in Social Work / National Diploma in Nursing, Health Care and Therapy; Current registration with the relevant statutory body, e.g. South African Nursing Council, South African Council for Social Services Professions (SACSSP); 3-5 Years of Experience in Nursing, Healthcare and Therapy; Proof of current and previous work experience endorsed and stamped by HR Department (only shortlisted

candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview). Recommendations: Valid driver's License; Computer literacy. Knowledge, Skills, Training, and Competence Required: Knowledge of relevant legislation and prescripts related to Employee Assistance Programme; Counselling, report writing and presenting skills; Crisis management skills; Medical assessment skills; Knowledgeable on treatment available for Alcoholism / alcohol abuse assessment skills; Good communication and interpersonal skills; Maintenance of ethical code of conduct; Ability to handle matters of sensitive nature and maintain a high level of confidentiality; Computer literacy.

**DUTIES** : Promote a quality employee assistance programme; Educate all staff on employee assistance programme; Develop, implement and review EAP policies and procedures in the Community Health Centre and the seven affiliated clinics; Establish a referral system with internal and external services providers; Develop, plan and manage EAP Sub-programmes such as the Wellness Programmes, Alcohol and Drug rehabilitation programmes / counselling / support groups, 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 to 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 CHC and attached clinics; Monitor progress of treatment and take necessary steps to provide support services; Provide report and statistics on EAP Services in the CHC and clinics; Maintain confidential records of all staff who use EAP services; Management of the Institutional Wellness Programme; Management of Employees' Temporary Incapacity Leave; Co-ordinate employees' events and awareness campaigns; Conduct Staff Satisfaction Surveys in both the CHC and affiliated clinics; Evaluate and monitor the effectiveness of the EAP in the Institutional and clinics; Assist in the development, implementation and monitoring of Labour relations policies.

**ENQUIRIES** : Ms S Pillay: Assistant Director: HRM Tel No: (039) 9728135  
**APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.

**FOR ATTENTION** : Miss S. Pillay  
**CLOSING DATE** : 28 July 2023

**POST 24/163** : **NUTRITIONIST REF NO: CJMH14/2023 (X1 POST)**

**SALARY** : R359 517 – R420 402 per annum. Other Benefits: 13th Cheque Rural Allowance is compulsory Homeowner's allowance must meet Prescribed requirements, Medical Aid (optional) plus 17% rural allowance.

**CENTRE** : Charles Johnson Memorial Hospital  
**REQUIREMENTS** : B.Sc. Human Nutrition (3 year degree) + 1 year PG Diploma in Community Nutrition OR B.Sc. (Nutrition) 4 year Degree. Proof of current registration with HPCSA as a Nutritionist (only when shortlisted). Knowledge, Skills Training and Competencies Sound knowledge of the principles and concepts of human nutrition. Knowledge of the nutrient requirements of healthy individuals in different stages of the life cycle. Sound knowledge of eating habits of different groups and factors affecting them. Good understanding of the public health Nutritional problems and challenges faced by communities. Sound knowledge of public health policies and procedures. Computer Literacy (Microsoft Application). Ability to plan and organize resources. Excellent interpersonal skills. Communication and training skills. Team building and motivation. Report writing. Project management skills. Policies, procedures and protocols of the department.

**DUTIES** : Advocate and promote nutrition at district/sub-district multi-sectoral forums, community-based structures (e.g. Operation Sukuma Sakhe) and community events. Plan and implement nutrition community outreach services for Vitamin A supplementation and MUAC screening. Coordinate community based nutrition projects. Plan and implement activities to increase case detection of severe acute malnutrition and moderate acute malnutrition at community level. Ensure improved infant feeding practices through supporting the establishing linkage of postpartum women for continued infant feeding support at community level. Facilitate community dialogues/focus group discussions on infant and young child nutrition and healthy eating. Ensure key nutrition interventions are integrated into school health services, community based



programs for maternal and child health and family health teams. Plan and implement community-based nutrition activities for people living and affected by HIV and TB and other chronic diseases of lifestyle. Monitor nutrition service delivery by Nutrition Advisors and CCGs and provide guidance. Ensure availability and implementation of nutrition-related policies, guidelines and procedure manuals at health facilities. In-service, mentor and monitor health care staff on proper assessment, screening and classification of all children below and above 5 years, adults, pregnant and lactating women. Monitor the implementation of micronutrient supplementation program. Plan and implement Nutrition activities as per health calendar. Monitor key nutrition indicators for appropriate actions to improve. Compile nutrition-related reports on monthly, quarterly and annual basis. Conduct monitoring and support visits to PHC facilities. Provide support to all district child survival strategies e.g. establishment of Phila Mntwana Centres; Family MUAC; IMAM/IYCF trainings Implement appropriate intervention strategies to promote optimum nutrition status in communities.

**ENQUIRIES** : Dr. TIW. Khumalo Tel No: (034) 271 6400  
**APPLICATIONS** : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.  
**FOR ATTENTION** : Human Resource Manager  
**NOTE** : Due to financial constraints No S&T or relocation costs will be paid for attending interviews.  
**CLOSING DATE** : 28 July 2023

**POST 24/164** : **EMPLOYEE ASSISTANCE PRACTITIONER REF NO: CJMH 11/2023**

**SALARY** : R359 517 per annum. Other Benefits: 13th Cheque, Home owner Allowance (must meet the prescribed requirement), 12% Rural Allowance.

**CENTRE** : Charles Johnson Memorial Hospital  
**REQUIREMENTS** : Matric /Senior Certificate / Grade 12, Bachelor's Degree / Diploma in Social Sciences / Social Work or National Diploma in Employee Wellness. 1 – 2 years' experience in Employee Wellness, (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted). Recommendations: A valid Driver's Licence. Knowledge, Skills and Competencies Required: Good knowledge of Public Sector. Sound knowledge in Employee Wellness. Knowledge in developing guidelines and standards. Sound knowledge of healthy lifestyle Programme, HIV/AIDS, Sick Leave, PILLIR, Stress management etc. Knowledge of National, Provincial and Departmental policies, prescripts and legislation Counselling. HIV/AIDS Counselling. Crisis Management. Excellent report writing and writing skills. Project planning and Management. Presentation Skills. Problem Solving. Analytic thinking. Communication and conflict management skills. Tact and Diplomacy.

**DUTIES** : Ensure the implementation and maintain policies and procedure that will address Employee wellness programme at institution level, Establish and facilitate employee wellness programme, Monitor and facilitate employee wellness programme, Provide and assessment, referral, intervention and appropriate counselling and after care service to employee at the institution based on relevant qualifications and experience, Marketing and promotion of employee health wellness (EHW) within the institution, Ensure the implementation of special programme such as, financial wellness that is retiring planning, garnishee management, financial education, as well as substance abuse and absenteeism, C-ordinate sport activities wellness for the staff at the facility, the maintenance of accurate and complete patient records.

**ENQUIRIES** : Miss. A. D. Nkosi Tel No: (034) 271 6400  
**APPLICATIONS** : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.  
**FOR ATTENTION** : Human Resource Manager  
**NOTE** : Due to financial constraints No S&T or relocation costs will be paid for attending interviews.  
**CLOSING DATE** : 28 July 2023

**POST 24/165** : **ARTISAN FOREMAN (GRADE A) ELECTRICIAN REF NO: DANCHC 11/2023 (X1 POST)**

**SALARY** : R344 811 – R389 592 per annum  
**CENTRE** : Dannhauser CHC

- REQUIREMENTS** : Experience: Five (5) years post qualification experience required as an Artisan in an appropriate field Standard 10/ Grade 12 certificate Other benefits: 13<sup>th</sup> Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements must be met. N3 equivalent certificate in electrical. Appropriate Trade Test Certificate in terms of section 13(2)(h) of the Manpower Act of 1981 as amended. Valid Driver's License. Five years post qualification experience as an Artisan in an appropriate field. Knowledge, Skills, Training and Competencies Required for the post: Technical analysis. Computer aided applications. Technical report writing. Analytical skills. Conflict Management. Planning and organizing. Team Leadership. Creativity.
- DUTIES** : Provide technical services and support to Dannhauser CHC including clinics and residential areas ensuring compliance with Occupational Health and Safety Act No 85 of 1993/1995. Produce objects with material and equipment according to job specification and recognised standards. Inspect equipment and/ or facilities for technical faults. Repair and service equipment and facilities according to standards including air conditioners and refrigerators. Management technical service and support in conjunction with Technicians/ Artisans and associates in field, workshop and technical office activities. Ensure adherence to safety, requirements and regulations. Perform standby duties over weekends and public holidays. Compile and submit reports as required and provide inputs to operational plan. Supervise and mentor staff. Repair equipment and/ or according to standards. Test repaired equipment and/ or facilities according to schedule scheduled service plan. Quality assures serviced and maintained equipment or facilities. Perform related functions. Updated register of maintained equipment and repaired. Obtain quotations and purchase order required equipment and material. Scheduling of work for subordinates and management of all resources allocated to the section. Management of performances and behavioural conduct and subordinates. Deputise Assistant Director: Facilities Management.
- ENQUIRIES** : Mr B.N. Manatha Tel No: (034) 621 6100
- APPLICATIONS** : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080
- FOR ATTENTION** : Mrs DBP Buthelezi
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae (only). Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.
- CLOSING DATE** : 31 July 2023
- POST 24/166** : **ARTISAN FOREMAN: ELECTRICIAN REF NO: GJGM57/2023 (X1 POST)**  
Component: Systems Management Services
- SALARY** : R344 811 per annum. Other benefits: 13<sup>TH</sup> Cheque, Medical Aid (Optional) Housing Allowance (Employee must meet the prescribed requirements)
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : Grade 10. Appropriate Trade Test Certificate in terms of section 13(2)(h) of the Manpower Act of 1981 as amended. Valid Code 8 driver's license. Five years post- qualification experience as Artisan. Knowledge, skills, and competencies: Technical analysis knowledge. Computer-aided technical applications. Knowledge of legal compliance. Technical report writing. Production, process knowledge and skills. Problem solving and analysis. Decision making.

- Analytical skills. Customer focus and Responsiveness. Communication. Computer skills. Planning and organizing.
- DUTIES** : Produce designs according to client specification and within limits of production capability. Produce objects with material and equipment according to job specification and recognized standards. Quality assurance of produced objects. Inspect equipment and/or facilities for technical faults. Repair equipment and facilities according to standards. Test repaired equipment and/or facilities against specifications. Service equipment and/or facilities according to schedule. Quality assure serviced and maintained equipment and/or facilities. Update register of maintained and repaired faults. Obtain quotations and purchase (order) required equipment and materials. Compile and submit reports as required. Provide inputs to the operational plan. Ensure adherence to safety standards, requirements and regulations. Continuous individual development to keep up with new technologies and procedures. Research/literature studies on technical/engineering technology to improve expertise. Management of resources.
- ENQUIRIES** : Mr SS Goba (Deputy Director: Facilities) Tel No: (032) 437 6156
- APPLICATIONS** : Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450 or emailed to [llembe.HRJobapplication@kznhealth.gov.za](mailto:llembe.HRJobapplication@kznhealth.gov.za)
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Faxed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.
- CLOSING DATE** : 28 July 2023
- POST 24/167** : **HUMAN RESOURCE OFFICER SUPERVISOR: HR PRACTICES REF NO: GJGM56/2023 (X1 POST)**  
Component: Human Resources
- SALARY** : R294 321 per annum. Other Benefits: 13<sup>th</sup> Cheque, Home Owners Allowance & Medical Aid. (To qualify: Employee must meet all the prescribed policy requirements)
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent. A minimum of 3 to 5 years' experience in Human Resource Practices. Recommendation: Valid Code EB driver's license. Computer literacy e.g. MS Office. PERSAL Certificates. Knowledge, Skills and Competencies: Knowledge of prescripts, policies and

procedures pertaining to the Human Resource section. Extensive knowledge of computerised personnel and salary systems, MS packages and application thereof. Communication and interpersonal skills is a necessity. Leadership skills to manage the Human Resource section. Sound organising, planning and problem solving skills.

**DUTIES**

: Supervise and undertake the more complex implementation and maintenance of Human Resource administration practices. Recruitment and selection (advertisement, appointments, transfers, verification of qualifications, secretarial functions at interview, absorptions, probationary periods etc.). Implement conditions of service and service benefit (leave, housing, medical aid, injury on duty, long service recognition, overtime and relocations). Pension, Allowances, PILIR etc. Performance Management, Termination of service (indicate steps). Recommend (Approve) transactions on PERSAL according to delegations (higher authorization should happen on a higher level preferable AD Higher level). Prepare reports on Human Resource Administration issues and enquiries. Supervise Human Resource staff. Allocate and ensure quality of work personnel development, assess staff performance and apply discipline.

**ENQUIRIES**

: Mr T Latha (Deputy Director: HRM) Tel No: (032) 437 6006

**APPLICATIONS**

: Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450 or emailed to [Ilembe.HRJobapplication@kznhealth.gov.za](mailto:Ilembe.HRJobapplication@kznhealth.gov.za)

**NOTE**

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

**CLOSING DATE**

: 28 July 2023

**POST 24/168**

: **FINANCE CLERK (SUPERVISOR) REF NO: GJGM55/2023 (X1 POST)**

Component: Finance Department

**SALARY**

: R294 321 per annum. Other Benefits: 13<sup>th</sup> Cheque, Home Owners Allowance & Medical Aid. (To qualify: Employee must meet all the prescribed policy requirements)

**CENTRE**

: General Justice Gizenga Mpanza Regional Hospital

**REQUIREMENTS**

: Grade 12/ STD 10/ Matric Certificate. Three to Five (3 – 5) years' experience in Finance Management component (Budget & Expenditure). Computer literacy in MS office application. Recommendations: Valid driver's licence code 8/10. Knowledge, Skills & Competencies: Knowledge and understanding of

Public Finance Management service, Treasure Regulations, Supply Chain Management, HR prescripts and Policies. Expert knowledge and understanding of operational framework and linkage thereof within the financial system of the Department. Sound Management, negotiation, interpersonal and problem-solving skills. Good verbal and communication skills o In-depth knowledge of the basic Accounting System and PERSAL Ability to deal with all levels of staff organising, planning, problem solving and team building skills Supervisory, communication and interpersonal skills. Ability to work under pressure and meet required deadlines Ability to prioritize issues and comply with time frames.

**DUTIES**

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

**ENQUIRIES APPLICATIONS**

: Mrs T Khumalo (Deputy Director Finance) Tel No: (032) 437 6003  
 : Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger,4450 or emailed to [llembe.HRJobapplication@kznhealth.gov.za](mailto:llembe.HRJobapplication@kznhealth.gov.za)

**CLOSING DATE**

: 28 July 2023

**POST 24/169**

: **HUMAN RESOURCE PRACTITIONER (LABOUR RELATIONS) REF NO: MAL CHC 19/2023**

**SALARY**

: R294 321 per annum (Level 07). Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance.

**CENTRE REQUIREMENTS**

: Mfundo Arnold Lushaba CHC  
 : Senior Certificate (Grade 12); Degree / National Diploma in Human Resource Management / Public Management/ Public Administration/ Labour Relations only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Recommendations: 3-5 years' experience in Labour Relations component; PERSAL certificates; Valid driver's License; Computer literacy. Knowledge, Skills, Training, and Competence Required: Knowledge of policies; regulations; acts practices and key Legislative prescripts related to Labour Relations; Sound knowledge of computerized personnel salary system PERSAL); Conflict Resolution skills; Good communication, interpersonal written and verbal skills; Ensuring attention to detail in respect of tasks performed; To plan, prioritize and execute duties in order of importance; Be able to maintain a high level of confidentiality.

**DUTIES**

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

over enquiries; Provide Labour Relations statistics to Management, District and Head Office; Capture labour relations statistics on PERSAL; Assist in the development , implementation and monitoring of Labour relations policies.

**ENQUIRIES** : Ms S Pillay: Assistant Director: HRM Tel No: (039) 972 8135

**APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.

**FOR ATTENTION** : Miss S. Pillay

**CLOSING DATE** : 28 July 2023

**POST 24/170** : **HUMAN RESOURCE OFFICER (SUPERVISOR) REF NO: CJMH12/2023**

**SALARY** : R294 321 per annum (Level 07). Other Benefits: 13<sup>th</sup> Cheque, Home owner Allowance (must meet the prescribed requirement)

**CENTRE** : Charles Johnson Memorial Hospital

**REQUIREMENTS** : Matric /Senior Certificate / Grade 12, 3 –5 years' experience in Human Resource Practices, (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted) Recommendations PERSAL Certificates. A valid Driver's Licence. Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service prescript and Human Resource Management policies. Broad knowledge of PERSAL system. Knowledge of computer software i.e. MS word, Excel, Power point Outlook etc. Sound management of, negotiation interpersonal, communication (written and verbal) problem solving and supervisory skills. In depth knowledge of Human Resource practices and labour relations. Ability to draw and analyze PERSAL Reports. Strong leadership ability. Interpersonal skills. Decision making and problem solving.

**DUTIES** : Manage day by day functioning of Human Resource Practices. Ensure that the employment practices i.e., selection, recruitment and appointment verification of qualifications, transfer are in accordance with the laid down policies and procedures. Supervise the processing of payment payoff exit benefits for staff exiting the public service. Ensure that the payment of all fringe benefits and allowances is done accurately. Formulate internal policies and procedures. Check, approve PERSAL transactions according to delegations. Manage and maintain staff records on leave PILLIR housing, injury on duty and related matters. Management of overtime and commuted overtime. Prepare reports on Human Resource administration issues and statistics. Allocate and quality of work. Assess staff performance and apply discipline. Exercise direct control and supervise staff. Orientate and train newly appointed staff and in-service staff on Human Resource matters.

**ENQUIRIES** : Mrs. T. P. Ndlovu Tel No: (034) 271 6400

**APPLICATIONS** : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.

**FOR ATTENTION** : Human Resource Manager

**NOTE** : Due to financial constraints No S&T or relocation costs will be paid for attending interviews.

**CLOSING DATE** : 28 July 2023

**POST 24/171** : **HUMAN RESOURCE DEVELOPMENT :(HRD, EPMDS AND PLANNING) REF NO: CJMH 10 /2023 (X1 POST)**  
Component: HRD

**SALARY** : R294 321 per annum (Level 07). Other Benefits: 13<sup>th</sup> Cheque, Home owner Allowance (must meet the prescribed requirement)

**CENTRE** : Charles Johnson Memorial Hospital

**REQUIREMENTS** : Grade 12/Senior certificate, Degree/ national Diploma in Human Resource Management / Public Management / Administration and Health Services Management, 3-5 years' experience in Human Resource Development, Recommendations Valid driver license, Computer literacy, PERSAL certificate Knowledge, Skills Training and Competencies Required: Knowledge and understanding of Human Resource Management with Emphasis on Human Resource Planning and Development, In depth knowledge of all relevant legislation, prescripts and white papers in Human Resource Management, Adequate communication (verbal and written) interpersonal and problem solving skills, Ability to maintain high level of confidentiality, Ability to plan prioritize in the execution of daily tasks, Sound knowledge of legislation, policies and procedure, Knowledge of PERSAL, Computer literacy, MS software application.

- DUTIES** : Develop, implement and evaluate Human Resource Plan, Employment Equity Plan and Workplace skills plan, Coordinate and monitor the implementation of the Human Development Strategies (HRD) and project in the hospital: internship, bursaries, and Workplace integrated learning and learner ship, Conduct training and manage training needs analysis, Manage the function of HRD and, planning component in the institution in order to ensure the provision of high quality services, Develop and maintain database for grade progression, Facilitate the development, implementation, monitoring and reviewing of skills development and leadership programs, Manage and monitor the implementation of EPMDS for all staff in the institution, Coordinate & facilitate in the orientation and induction of employees, Coordinate and monitor the development Employment Equity Plan & HR Plan, Prepare and submit monthly, quarterly and annual training reports, Facilitate the logistics for institution Health education Training and Development Committee Meetings (IHETDC) other meeting pertaining to the scope of work.
- ENQUIRIES** : Mrs. T. P. Ndlovu Tel No: (034) 271 6400
- APPLICATIONS** : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.
- FOR ATTENTION** : Human Resource Manager
- NOTE** : Due to financial constraints no S&T or relocation costs will be paid for attending interviews.
- CLOSING DATE** : 28 July 2023
- POST 24/172** : **FINANCE CLERK SUPERVISOR: REVENUE REF NO: CJMH 11/2023 (X1 POST)**
- SALARY** : R294 321 per annum (Level 07). Other Benefits: 13<sup>th</sup> Cheque, Medical Aid (Optional), Housing Allowance (employee must be prescribed requirement and medical aid (optional)
- CENTRE** : Charles Johnson Memorial Hospital
- REQUIREMENTS** : Senior certificate/ Matric Grade 12, 3-5 years' experience in Public Service within Financial administration component revenue, budget & expenditure management, (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted). Recommendation: A valid driver's license, Degree/National Diploma in Finance, Cost & Management Accounting/Business Management with Accounting as major subject. Knowledge, Skills Training and Competencies Required: Practical knowledge finance component – Revenue and Accounting, Knowledge of treasury regulation in respect of Supply in-depth knowledge of budgeting control and financial management area of operation and associated process, Interpersonal and problem solving skills, Good organizational and planning skill and ability to make independent decision, Knowledge and insight of the Public Service financial legislations, procedures and Treasury regulations (PFMA, PSA, DORA, PSR, PPPFA and Financial manual), Basic numeracy skills, Good communication skills (verbal and written) and personal relations, Knowledge of basic financial operating system (PERSAL, BAS, LOGIS, etc).
- DUTIES** : Ensure effective, efficient and economical utilization of resources allocated to Revenue/Budget & Expenditure administration, Supervise and render financial accounting transactions, Compilation and submission of monthly statistics, Check remittance register for correct maintenance in order to ensure all monies received are accounted for, Check and sign monthly revenue and reconciliation, Maintain adherence to procedure regarding the handling and use of safes, Check that write offs are dealt with in accordance with general delegations of authority, Reconcile monies collected from parking, boarding and lodging, Attend to queries with regards to medical accounts, Maintain and reconcile petty cash for the institution, Ensure proper protocols in place for direct handling of cash and supervise the receipting and capturing of cash payment, Ensure proper maintenance of face value documents, Supervise and control book keeping support services, Verify and perform bookkeeping support services, Compile journals and verify the compilation of journals, Manage suspense account and maintain debt files, Authorize commitments, payments, receipt, debt and journal on BAS, Draw and analyze present financial reports to Cash Flow meetings, Allocate budget to NSI's and stock replenishments, HR related items and Travelling & bookings for accommodation, Monitor and assess staff performance as per EPMDS requirements.

**ENQUIRIES** : Miss AD Nkosi Tel No: (034) 271 6400

**APPLICATIONS** : All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.

**FOR ATTENTION** : Human Resource Manager

**NOTE** : Directions To Candidates The following documents must be submitted: Only Z83 from and CV must be submitted, Shortlisted candidates must submit Certificates of Service endorsed by Human Resource, The reference number must be indicated in the column provided on form Z83 e.g. CJM 04/2019, Faxed documents will not be accepted, NB Failure to comply with the above instructions with the above instructions will results in disqualification, Please note that if you are not contacted within three months of the closing date, your application is unsuccessful, Every shortlisted applicant will be advised of the outcome of their application in due course, Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPS (Companies Intellectual Property Commission) screening. Due to financial constraints No S&T or relocation costs will be paid for attending interviews.

**CLOSING DATE** : 28 July 2023

**POST 24/173** : **HUMAN RESOURCE PRACTITIONER REF NO: MCP/HRP/06/2023**  
Re-Advertisement

**SALARY** : R294 321 per annum (Level 07). 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)

**CENTRE** : Malaria Control Programme (Jozini Centre)

**REQUIREMENTS** : Senior Certificate / Standard 10 / Grade 12 Plus An appropriate Degree/Diploma in Human Science/Human Resource Management/ Public Management, 1-2 years' experience in Staff/ Labour Relations Component. Recommendation: Valid Driver's license (Code B or above), PERSAL Certificate. Knowledge, Skills, Training and Competencies Required: Broad knowledge and understanding of Human Resource Management legislations i.e. Labour Relations Act, Basic Condition of Employment Act, Grievance and Disciplinary Procedure ETC, Problem Solving Skill, Decision Making, Human Relations and Communication Skills, Investigation and Presiding Skills, broad knowledge of PERSAL System.

**DUTIES** : Manage the functioning of staff Relations Section in order to ensure the provision of high quality service, Promote and maintain sound staff relations within the Institution and ensure adherence to Labour Relations Act, Basic Condition of Employment Act and other related legislative prescript, Attend to all Grievance, Disciplinary and misconduct cases in terms of laid down policies and procedures, Prepare reports for Staff Relations issues, Promote orderly collective bargaining within the Institution, Investigate and preside when need arises, Collect and analyze statistic in respect of Labour Related matters, Provide efficient conflict management resolution, Approval of transaction on PERSAL, Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of technical services according to organizational needs and requirements, Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives, Maintain and advance expertise: Continuous individual development to keep up with new policies, SOP and procedures.

**ENQUIRIES** : Ms. MF Dladla: Assistant Director: Human Resource Management Tel No: (035) 572 1021

**APPLICATIONS** : All applications should be forwarded to: The Human Resource Management Malaria Control Programme, Private Bag X002, Jozini, 3969 or hand delivery to 304 Nsinde Road, Jozini, 3969.

**NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae only. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and emailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance credit records and citizenship, verification of Educational qualifications by SAQA, verification of previous



experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after The closing date, they must accept that their applications were unsuccessful. Target Group: Preference will be given to the following candidates as per Employment Equity target: which is African Female or Any person with disability regardless of race and gender.

- CLOSING DATE** : 28 July 2023
- POST 24/174** : **SUPPLY CHAIN CLERK SUPERVISOR – ASSETS, LOGISTIC AND WAREHOUSE REF NO: POM 12/2023**
- SALARY** : R294 321 – R343 815 per annum. Other benefits: 13<sup>th</sup> cheque. Medical aid (Optional). Home Owner’s allowance: Employee must meet prescribed requirements.
- CENTRE** : Pomeroy CHC
- REQUIREMENTS** : Grade 12 (senior certificate). 3-5 years administration experience in Supply Chain Management. Recommendation: Computer literacy, Valid Driver’s license. Knowledge; Skills; Training and Competencies Required: Posses high quality level and integrity and professionalism. Ability to work under pressure and meet the required deadlines. Knowledge of SCM delegations and SCM prescripts. Knowledge of National Core Standards and OHSC requirements in relation to Supply Chain Management. Knowledge of PFMA and Treasury regulations. Leadership, strategic planning, good verbal and written skills, financial management, problem solving skills and conflict resolution. Knowledge of Labour Relations. Computer literacy in Ms Word Excel and Powerpoint.
- DUTIES** : Manage processes to customize standard contracts and service level agreements to ensure adequate SCM security and minimize departmental risk. Ensure that end users oversee contractual compliance by the Service Providers and that instances of non-compliance are addressed appropriately with suppliers. Manage early warning arrangements to minimize the impact of suppliers defaulting on service delivery. Liaise with Head Office on the restriction of non performing suppliers. Manage a central database of all contracts for goods and services falling within the scope of delegation of Institutions and report on a regular basis on compliance issues. To ensure setting of appropriate stock levels, planning of acquisition activities and the timeous placing of orders for stock items for central procurement and storage. Ensure, on requisition, the effective and efficient issuing and distribution of stock items to Institutions. Warehousing and Inventory Management (Maintain a proper record of all inventory items of CHC and clinics (RIVD template). Management of assets for CHC and clinics. Provide effective and efficient utilization of resources. Checking and Verification of payments. Participate in the Cash Flow committee meeting. Update assets register of the institution. Submission of Supply chain Disclosure note Assets stock verification report, Quarterly and yearly stock taking.
- ENQUIRIES** : Mr. SL Majozi Tel No: (034) 662 3318
- APPLICATIONS** : All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; Pomeroy; 3020 or Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 07/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

(This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s). NB: Please note that due to financial constraints, there will be no payment of S&T and resettlement payment for attending interviews. Accommodation will only be allocated when it is available. Otherwise successful candidate must arrange their private accommodation prior to assumption of duty. no interim accommodation in a form of bed and breakfast or hotel accommodation.

- CLOSING DATE** : 28 July 2023
- POST 24/175** : **SUPPLY CHAIN CLERK SUPERVISOR: DEMAND AND ACQUISITION REF NO: POM 13/2023**
- SALARY** : R294 321 – R343 815 per annum. Other benefits: 13<sup>th</sup> cheque. Medical aid (Optional). Home Owner's allowance: Employee must meet prescribed requirements.
- CENTRE REQUIREMENTS** : Pomeroy CHC  
Grade 12 (senior certificate). 3-5 years administration in Supply Chain management. Recommendation: Computer literacy, Valid Driver's license. Knowledge; Skills; Training and Competencies Required: Posses high quality level and integrity and professionalism. Ability to work under pressure and meet the required deadlines. Knowledge of SCM delegations and SCM prescripts. Knowledge of National Core Standards and OHSC requirements in relation to Supply Chain Management. Knowledge of PFMA and Treasury regulations. Leadership, strategic planning, good verbal and written skills, financial management, problem solving skills and conflict resolution. Knowledge of Labour Relations. Computer literacy in Ms Word Excel and PowerPoint.
- DUTIES** : Ensure all procurement is according to the procurement plan. Report deviations to the management, District Office and Head office. Prepare and Compile disclosure note on quarterly basis (Inventory, Gift and Donations and Assets register. Ensure effective and efficient utilization of resources allocated. Checking and Verification of payments. Participate in the Cash Flow committee meeting. Report Irregular expenditure to Responsibility Manager and Accounting officer. Request and prepare business/procurement plan from end user and consolidate. Do market research and costing of plan. Request and prepare business/procurement plan from end user and consolidate. Ensure that bidding document with adequate information for prospective bidders is in line with prescript and policies. Administer the prescribed evaluation processes in respect of all Quotation that have been advertised and closed for submission to the Departmental Quotation Committee. Do risk management assessment and develop risk management plan. Provide in-service training to staff. Respond promptly to complaints. Ensure the timeous finalization of Goods and Services falling within the scope of delegations of Institutions in accordance with the imperatives set by the Departmental Procurement Plan. Manage processes to customize standard contracts and service level agreements to ensure adequate SCM security and minimize departmental risk. Ensure that end users oversee contractual compliance by the Service Providers and that instances of non compliance are addressed appropriately with suppliers. Manage early warning arrangements to minimize the impact of suppliers defaulting on service delivery. Liaise with Head Office on the restriction of non performing suppliers. Manage a central database of all contracts for goods and services falling within the scope of delegation of Institutions and report on a regular basis on compliance issues.
- ENQUIRIES APPLICATIONS** : Mr. SL Majози Tel No: (034) 662 3318  
All applications should be posted on: Human Resource Manager; Pomeroy CHC; Private Bag X529; Pomeroy; 3020 or Hand Deliver at Pomeroy CHC Human Resource Management Offices; Office Number 16-114.
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: Applications must be submitted on the prescribed most recent Application for Employment form (Z83) which is obtainable at any Government Department OR from the website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za) and must be originally signed and dated. The application form (Z83) form must be accompanied by detailed Curriculum Vitae. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the

interview following communication from HR. The reference number must be indicated in the column provided on form Z83; e.g. Reference Number (POM 07/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualifications by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (This institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s). NB: Please note that due to financial constraints, there will be no payment of S&T and resettlement payment for attending interviews. Accommodation will only be allocated when it is available. Otherwise successful candidate must arrange their private accommodation prior to assumption of duty. No interim accommodation in a form of bed and breakfast or hotel accommodation.

- CLOSING DATE** : 28 July 2023
- POST 24/176** : **HUMAN RESOURCE PRACTITIONER: RECRUITMENT AND SELECTION - REF NO: PSH 50/ 2023 (X1 POST)**
- SALARY** : R294 321 per annum (Level 07). Other Benefits: Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements) and GEPP Employer Contribution
- CENTRE REQUIREMENTS** : Port Shepstone Regional Hospital  
: Grade 12 Degree/National Diploma in Human Resources/ Public Management/Public Administration Computer certificate Minimum of 3 years' experience in Human Resource Practices PERSAL certificate/s Certificate of service endorsed by HR. Knowledge, Skills And Competencies Required Sound knowledge of HR practices aspects. Knowledge of relevant prescripts. Knowledge of PERSAL. Listening skills, writing skills, communication skills, computer skills. Computer skills in basic programmes. Team work, quality work, job knowledge, planning and execution.
- DUTIES** : To administer the entire recruitment and selection process effectively. To provide an expert advice to all the stakeholders in line with the departmental policies on recruitment and selection processes and its requirements on OSD and Non-OSD posts. To provide statistics, information and reports as requested by the Institution, District, Head Office, Internal and External Auditors and other relevant stakeholders. Ensure adherence at all times to the Public Service Act, Public Service Regulations, Recruitment and Selection Policy, HRM Circulars, HRM Delegations and other relevant prescripts. Facilitate the unfreezing, ratification, advertising, recruitment and selection of candidates in order to fill the identified, vacant, funded posts of the institution and affiliated clinics. Communicating with Head Office and Department of Public Service and Administration in relation to the posted adverts. Prepare and submit the relevant submissions to the delegated authority for approval, via the prescribed protocols. Pre-employment screening that includes, inter alia, verification of inherent qualifications with SAQA, security checks and registrations with relevant statutory bodies (where applicable) for all staff appointed, promoted and transferred. Ensure that during the interview process, an updated Employment Equity Plan of the institution is available and adhered to at all times and where applicable, a deviation is sought in line with the prescribed procedure. Facilitate payments to SAQA for the services rendered. Capturing and approval of transactions on PERSAL Supervision of staff in the section.
- ENQUIRIES APPLICATIONS** : Mr. ME Gumede Tel No: (039) 688 6268 or Tel No: 039 688 6000  
: Applications should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone, 4240 or 11 – 17 Bazley Street, Port Shepstone, 4240.
- FOR ATTENTION NOTE** : Mr. ZM Zulu  
: Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. Please Note: Due to financial constraints, there will be no payment of S&T Claims. The appointment is subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of

previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications NB: Applicants are encouraged to utilise Courier Services (Only short listed candidates will be requested to submit proof of qualifications and other related documents)

- CLOSING DATE** : 28 July 2023
- POST 24/177** : **PROFESSIONAL NURSE (COMPREHENSIVE GENERAL NURSE) REF NO: CJMH 07 /2023 (X5 POSTS)**
- SALARY** : R293 670 per annum. Other Benefits: 13th Cheque Rural Allowance is compulsory Homeowner's allowance must meet prescribed requirements.
- CENTRE REQUIREMENTS** : Charles Johnson Memorial Hospital  
Grade 12/Senior certificate, Degree/Diploma Comprehensive General nursing (Midwifery, Psychiatric and Community Nursing Science), (no attachments/copies/certified copies/proof/certificates on application, only Z83 and CV, applicants will submit documents only when shortlisted), Computer literacy, Driver's license.
- DUTIES** : Provide optimal, holistic specialized nursing care according to set standards and be within a professional and legal framework, Ensure clinical nursing practice by nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility, Assess and identify the relationship between normal physiology and specific systems alterations associated with problems, disorders and treatment in pregnancy, labour puerperium and neonates, Plan management according to identified emergencies, Participate in training, monitoring and research with a view to increasing the body of knowledge in midwifery practice, Participate in the management of obstetric emergencies, Implement midwifery protocols and guidelines, Participate and attend perinatal mortality review meetings, Conduct audit and surveys, develop quality improvements plans monthly and report to Nursing Management, Implement maternal and child health care programmes (PMTCT, MBFI, IMCI, PPIP, KINS etc.), Ensure provisioning of accurate statistical data, Maintain accurate and complete patient records, Utilize information technology and other management information system to manage, establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promotes effective and efficient health care, Report Patient Safety incidents & Early Warning System, Display a sound understanding of mental health care Act 7/2002 in relation to the procedures conducted in the mental health care users, Give advice on initial psychiatric assessment to clients requiring 72hrs observation in order to initiate appropriate nursing care plan required by clients, Ensure keeping, maintaining and auditing of mental health users records.
- ENQUIRIES APPLICATIONS** : Mrs. T. P. Ndlovu Tel No: (034) 271 6400  
All application should be forwarded to: Human Resource Manager 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135.
- FOR ATTENTION NOTE** : Human Resource Manager  
Due to financial constraints no S&T or relocation costs will be paid for attending interviews.
- CLOSING DATE** : 28 July 2023
- POST 24/178** : **SESSIONAL MEDICAL OFFICER: PAEDIATRICS REF NO: HRM 56/2023 (X10 POSTS)**
- SALARY** : Grade 1: R436.00 per annum  
Grade 2: R498.00 per annum  
Grade 3: R576.00 per annum
- CENTRE REQUIREMENTS** : King Edward VIII Hospital complex  
**Grade 1:** 0-5 years' experience **Grade 2:** 5-10 years experience **Grade 3:** (10 years or more) MBCHB or equivalent Plus Registration certificate with HPCSA as an Independent Medical Practitioner Plus Current registration with HPCSA as a Medical Practitioner (2023) Recommendations: Computer Literacy, Diploma in Child Health (DHC) will be an advantage Knowledge, Skills, Training And Competencies Required: Sound working knowledge of the Paediatrics to allow for accurate diagnosis and appropriate management of

clinical problems with specific emphasis in the relevant functional field, Good communication and interpersonal skills, Knowledge of current Health Legislation and Policies at Public Institutions, Ability to deal with all Paediatric cases, Sound knowledge of managing Neonatal and Paediatric High-Care and ICU patients.

**DUTIES** : Appropriate diagnosis of patients, including the appropriate investigation tools, Appropriate selection of treatment modalities, Appropriate management and follow up of patient, Manage Paediatric outpatients, Participate in the quality improvement program in POPD, The success applicant will be required to perform after hour duties, To assist in compiling, collection and presentation of patient statistics, Render a cost effective medical care, incorporating clinical management and follow up, Maintain efficient records, Participate in the quality improvement program in the department, To ensure that Batho- Pele principles are upheld.

**ENQUIRIES** : Dr. K. Naidoo Tel No: (031) 260 4350

**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).

**CLOSING DATE** : 28 July 2023

#### **DEPARTMENT OF SOCIAL DEVELOPMENT**

**APPLICATIONS** : Direct or hand deliver applications for all advertised posts to the address as indicated below: Head Office: Department of Social Development, Private Bag X9144, Pietermaritzburg, 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg 3200 or email to: [kznjobs@kzndsd.gov.za](mailto:kznjobs@kzndsd.gov.za)

**FOR ATTENTION** : Ms PN Mkhize

**CLOSING DATE** : 28 July 2023

**NOTE** : Reference is made to DPSA Circular No 05 of 2022. The content of this circular must without delay be brought to the attention of all potential applicants. Applications must be forwarded to the relevant address. Applications must indicate the reference number of the post applied for and the Centre using a new Z83 form (which must be completed in a manner that allows a selection committee to assess the quality of the candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration) which is effective from 01 January 2021 obtainable from any Public Service Department and should be accompanied by a detailed/comprehensive Curriculum Vitae. NB: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed Z83 and a detailed curriculum Vitae. Only shortlisted candidates will be required to submit certified documents on or before the date of the interview following communication from Human Resources. Under no circumstances will faxed or e-mailed applications be accepted. The Department is an Equal Opportunity Affirmative Action employer and is

committed to empowering people with disability. Appointment is subject to a positive outcome on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). The employment is subject to signing of the employment contract and annual performance agreement. The successful candidates will be required to undergo security clearance and to disclose financial interests in accordance with relevant prescripts. Candidates will be assessed and selected in accordance with the relevant measures that apply to employment practices in the Public Service. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful.

**OTHER POST**

- POST 24/179** : **DEPUTY DIRECTOR: SECURITY MANAGEMENT SERVICES REF NO: DSD011/05/2023 HO**
  
- SALARY** : R811 560 per annum (Level 11), (all-inclusive remuneration package)
- CENTRE** : Head Office, Pietermaritzburg
- REQUIREMENTS** : Qualifications: National Diploma/ Bachelor's Degree in Security Management/ Police Science; 3-5 years' junior management experience in Security Management environment; A valid driver's license. Knowledge: Constitution of the Republic of SA; Public Service Act and Regulations; Occupational Health and Safety Act; Control of Access to Public Premises and Vehicle Act; Minimum Information Security Standards document; Basic Conditions of Employment Act; Labour Relations Act; Public Finance Management Act; Promotion of administration Justice Act; Employment Equity Act; Employee Performance Management and Development System. Skills: Communication; Writing; Computer literacy; Driving; Leadership; Project Management; Problem solving; Interpersonal relations; Networking; Time management; Analytical thinking; Planning; Organizing.
  
- DUTIES** : Manage investigation relating to security breaches and advise management on security threats; Liaise with SAPS, State Security Agency (SSA) and other agencies on security matters; Monitor the implementation and compliance with Occupational Health and Safety Act; Manage the vetting process in the Department; Develop policies and strategies aimed at improving service delivery; Manage resources of the sub-Directorate.
  
- ENQUIRIES** : Mr SP Sishi Tel No: (033) 264 5583