

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

Department of Health is an equal opportunity, affirmative action employer, whose aim is to promote representativeness in all occupational categories in the department.

OTHER POSTS

<u>POST 37/37</u>	:	<u>HEAD CLINICAL UNIT (OBSTETRICS AND GYNAECOLOGY) REF NO: ADD/OBS&GYNAE01/2024</u>
<u>SALARY</u>	:	Grade 1: R1 976 070 – R2 097 327 per annum. The all-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	Addington Hospital National Senior Certificate/ Grade 12/ Matric, An appropriate qualification in the Health Science (MChB), Plus appropriate qualification that allows for registration with the Health Professional Council of South Africa as a specialist in Obstetrics and Gynaecology. Certificate of registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in a normal speciality or a recognised sub-speciality (Obstetrics and Gynaecology), Current (2024) registration as a Medical Specialist with HPCSA, a minimum of five (5) years appropriate experience as a Medical Specialist in a normal speciality or a recognised sub-speciality (Obstetrics and Gynaecology). Knowledge, skills, training and competencies: Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management. Assessment, diagnose and management of patients within the field of expertise. Managerial and financial management skills. Computer skills. Problem solving skills. Concern of excellence.
<u>DUTIES</u>	:	Assist senior medical manager for the rendering quality service of Obstetrics and Gynaecology department. Manage and supervise the Obstetrics and Gynaecology department. Supervise and participate in both undergraduate and post-graduate trainings. Reduce numbers of patient safety incidents in the department. Maintain clinical, professional and ethical conduct. Administrative responsibility. Provide and supervise effective and efficient specialist consultant care at a regional level within the scope of acceptance and current practices in order to facilitate optimal health care provision. Training staff and promote on-going staff development in accordance with individual and departmental needs. To conduct quality improvement and clinical programmes.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. A. Aron Tel No: (031) 327 2570 All applications must be posted to: Human Resource Manager, Addington Hospital, PO Box 977, Durban, 4000 or hand deliver/ courier to Human Manager, Addington Hospital. 16 Erskine Terrace, South Beach, Durban, 4001 or email to: sipho.mdleko@kznhealth.gov.za
<u>FOR ATTENTION NOTE</u>	:	Mr. S. Mdleko 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 . Applicants 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. Curriculum Vitae. The reference number of the post must be indicated in the column provided on the Z83 application form e.g. ref ADD/01/2024. It is the applicant's responsibility who have the foreign qualification, which is the requirement of the post, evaluated by the South Africa Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. NB: Failure to comply with the above instructions will result in disqualification of the applicant. Please note that due to the large number of applications received, applications will not be acknowledged, should you have not received a response within 60 days please consider yourself unsuccessful. People with disability should feel free to apply. Please note that due to financial constrains no S & T and resettlement claims will not be considered for payment to candidates that are invited for the

interview. Please note that the successful applicant will be subjected to the following verifications: Criminal records checks, Citizen Verification, Financial / asset record checks. Qualification and registration certificate/study verification and, CIPC verification.

CLOSING DATE

: 25 October 2024

POST 37/38

: **CHIEF EXECUTIVE OFFICER REF NO: G67/2024**

SALARY

: R1 003 890 per annum (Level 12), an all-inclusive MMS salary package

CENTRE

: Kwa Mashu Community Health Centre (District Health Services)

REQUIREMENTS

: A Degree/Advanced Diploma in a Health-related field, registration with relevant Professional Council; Plus, A Degree/Diploma in Health Management or a Degree/Advanced Diploma in a Management field. Plus At least 5 (five) years Management experience in the Health sector. Experience as a health service manager or significant experience in Management in a health service environment. Unendorsed valid Code B driver's license (Code 08). NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Competencies: Knowledge: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, programme and project management, financial management change management people management and empowerment. Progress Competencies: Service delivery innovation, knowledge management, problem solving and analysis, communication, client orientation and customer focus.

DUTIES

: Job Purpose: to plan, direct co-ordinate and manage the efficient and delivery of clinical and administrative support services through working with the key executive management team at the hospital within the legal and regulatory framework, to represent the hospital authoritatively at provincial and public forums, to provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans. Financial Management: Maximise revenue through collection of all income due to the Hospital, ensure that adequate policies, systems and procedure are in place to enable prudent management of financial resources, planning of financial resource mobilisation, monitoring and evaluation, asset and risk management. Facility Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to ensure planning and timeous maintenance of facilities and equipment. Human Resource Management: Develop, implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilisation of human resources, promote a safe and healthy working environment through compliance with relevant legislation including occupation health and safety committees. Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority and in line with the PFMA, ensure that goods and services are procured in a costeffective timely manner. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital. Responsible for corporate governance inclusive of infrastructure planning and maintenance as well as occupational health and safety, manage the institution's risk to ensure optimal achievement of health outcomes.

ENQUIRIES

: Mr J Mndebele Tel No: (033) 395 3274

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 Deliver to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address Headoffice.Jobapplication@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or

**FOR ATTENTION
NOTE**

receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs."

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

CLOSING DATE

: 25 October 2024

POST 37/39

: **OPERATIONAL NURSE MANAGER (SPECIALTY) NEONATAL REF NO: ADD/NEONAT01/2024**

SALARY

: Grade 1: R656 965 – R748 683 per annum. Other benefits: 13th Cheque, Medical Aid (Optional), Homeowner's Allowance (Employee must meet prescribed Requirements)

**CENTRE
REQUIREMENTS**

: Addington Hospital
: Senior Certificate/ Grade 12, Degree/Diploma in General Nursing and Midwifery. Registration Certificate with SANC as a General Nurse and Midwife. Current registration receipt with SANC (2024). Degree/diploma Post Basic qualification in the relevant Specialty: Critical Care /Child Nursing Science/ Advanced Midwifery Science accredited by the South African Nursing Council. Registration certificate with SANC: post basic qualification in Critical Care Science/Child Nursing Science/ Advanced Midwifery Science. Minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in the Neonatal unit after obtaining the 1 year post basic diploma. Diploma in Nursing Administration/ Management will be an added advantage. Knowledge, skills, training and competence required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good verbal and written communication and report writing skills. Decision making and problem solving skills. Conflict management and negotiation skills. Project Management skills. Basic Computer skills.

DUTIES

: Provide comprehensive, quality nursing care to patients/clients in a speciality unit in a cost effective, efficient manner. Assist in planning, organising and Monitoring of objectives of the specialised unit. Manage all resources within

the unit effectively and efficiently to ensure optimum service delivery. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs, requirements and expectations (Batho Pele). Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, 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 client satisfaction. Participate in the analysis and formulation of nursing policies and procedures. Complete EPMDS evaluation of staff within the unit and participate in monitoring the training needs of staff. Provide direct and indirect supervision of all staff within the unit and give guidance to staff. Ensure that equipment in the unit is adequate, checked and in working order. Provide for a safe, therapeutic and hygienic environment. Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Monitor and evaluate the care and Management of all patients and ensure the maintenance of accurate and complete patient records.

**ENQUIRIES
APPLICATIONS**

: Mrs. BN. Ndhlovu Tel No: (031) 327 2976
 : All applications must be posted to: Human Resource Manager, Addington Hospital, PO Box 977, Durban, 4000 or hand deliver/ courier to Human Manager, Addington Hospital. 16 Erskine Terrace, South Beach, Durban, 4001 or email to: sipho.mdleko@kznhealth.gov.za

**FOR ATTENTION
NOTE**

: Mr. S. Mdleko
 : 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. Applicants 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. Curriculum Vitae. The reference number of the post must be indicated in the column provided on the Z83 application form e.g. ref ADD/01/2024. It is the applicant's responsibility who have the foreign qualification, which is the requirement of the post, evaluated by the South Africa Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. NB: Failure to comply with the above instructions will result in disqualification of the applicant. Please note that due to the large number of applications received, applications will not be acknowledged, should you have not received a response within 60 days please consider yourself unsuccessful. People with disability should feel free to apply. Please note that due to financial constraints no S & T and resettlement claims will not be considered for payment to candidates that are invited for the interview. Please note that the successful applicant will be subjected to the following verifications: Criminal records checks, Citizen Verification, Financial / asset record checks. Qualification and registration certificate/study verification and, CIPC verification

CLOSING DATE

: 25 October 2024

POST 37/40

: **OPERATIONAL MANAGER GENERAL - SURGICAL REF NO: GJGM
20/2024 (X1 POST)**
 Component: Nursing Management Services

SALARY

: R520 560 per annum. Other Benefits: 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and Housing allowance (employee must meet prescribed requirements)

**CENTRE
REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital
 : Matric/Senior Certificate (Grade 12) or equivalent qualification. Degree / Diploma in General Nursing Science & Midwifery. Current registration with the South African Nursing Council as a Professional Nurse & Midwife. Current registration with SANC (2024 receipt). Minimum of Seven (7) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Knowledge, Skills, Training and Competencies: Knowledge and insight into nursing processes and procedures. Knowledge of Public Service Acts, Regulations, Prescripts and Policies. Knowledge of SANC Rules & Regulations. Knowledge of the Code of Conduct for public service employees. Decision making and problem solving

skills. Skills is organizing, planning and supervising. Knowledge of the Batho Pele Principles and the Patients' Rights Charter. Knowledge of National Core standards. Ability to supervise, teach and manage staff. An understanding of the challenges facing the Public Health Sector. Ability to provide monitoring & coaching to his/her supervisees.

DUTIES

: Provide effective and professional leadership ensuring that the unit is organized to provide quality patient care. Monitor the implementation of Nursing process and develop quality improvement programs. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Participate in planning, organizing and monitoring of objectives of the unit in line with strategic & operational plan of the institution. Participate in the development, analysis and implementation of policies, guidelines and SOP's. Manage and monitor human and material resources effectively & efficiently. Ensure compliance to professionalism and ethical practices. Maintain constructive working relationships with the nursing component & other stakeholders. Promote health & wellness programs to increase productivity. Promote cost effective utilization of resources according to relevant legislation. Provide a safe therapeutic environment as laid down by the Nursing Act, Operational Health & Safety Act and all other applicable prescripts. Formulate training programmes for in-service staff & students and participate in the training and development. Deal with grievances and staff discipline in terms of laid out policies and procedures. Monitor and evaluate staff performance in terms of Employee Performance Management Development System (EPMDS). Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Work as part of a multidisciplinary team. Ensure compliance to Norms & Standards, Ideal Hospital Realisation Programme, and Infection Prevention & Control. Participate in Quality Assurance Programmes, identify gaps and formulate quality improvement plans to improve the quality of patient care. Ensure data is collected, verified and timeously submitted to FIO. Perform hospital supervision duties after hours, public holidays and weekends.

ENQUIRIES APPLICATIONS

: Matron LV Hadebe (Assistant Nurse Manager) Tel No: (032) 437 6136
: 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 Email: Sibusiso.khoza@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 which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, 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 (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. Proof of current and previous work experience endorsed and stamped by Human Resources (Certificate of

Service) will be requested from shortlisted candidates for submission on or before the interview date.

CLOSING DATE : 31 October 2024

POST 37/41 : **RADIOGRAPHER: ULTRASOUND: GRADE 1 REF NO: HRM 27/2024**

SALARY : Grade 1: R465 645 – R530 343 per annum
Grade 2: R545 262 – R623 229 per annum
Grade 3: R641 436 – R689 430 per annum

CENTRE REQUIREMENTS : Victoria Mxenge Hospital
Matric/ Senior Certificate or equivalent qualification PLUS National Diploma or Bachelor's degree in Ultrasound, Registration with HPCSA as a Ultrasound Radiographer (Independent Practice) Recommendation: Computer Literacy, Sound knowledge of safety/protection regulations, Experience in performing high risk Obstetric and anomaly scans, Paediatric scans as well as reporting on difficult pathology Knowledge, Skills, Training And Competencies Required: Sound knowledge of ultrasound procedures and equipment use also trouble shooting, Excellent knowledge of high risk obstetrics and gynaecology, general ultrasound and small parts protocols, Sound report writing and administrative skills, Knowledge of Relevant Health and Safety Acts and Infection Control measures, Good communication, interpersonal relations and problem solving skills, Good interpersonal relationships, Clinical competency procedures, Knowledge of Quality Assurance procedures and methods, Basic supervisory skills.

DUTIES : Participate in institutional ultrasound policy making and planning for service delivery, Provide a high quality ultrasound service in keeping with Woman and Child status of the hospital: Gynaecological scans with complicated pathology, Paediatric and detailed Obstetric anomaly scans, Promote Batho Pele in execution of all duties for effective service delivery, Inspect and use equipment professionally to ensure that they comply with safety standards, Ensure the implementation of quality assurance and improvement programs, Develop protocols to ensure that ultrasound services comply with HPCSA legislation, Provide correct interpretation of all ultrasound scans. Compile comprehensive reports as required in the working environment, Provide assistance, supervision and training to junior staff and students, Promote team work in the department, Provide professional advice on ultrasound related matters, Promote good health practices and ensure optimal care of the patient, Execute all clinical procedures competently to prevent complications, Participate in quality improvement programs, standard operating procedures, in-service training and National Core Standards, Perform general administrative duties as required.

ENQUIRIES APPLICATIONS : Mrs. N.N Dlamini Tel No: (031) 360 3410
Please forward emailed applications to and kingedwardhospital.HRJobapplication@kznhealth.gov.za Hand Delivered applications should be posted into The Red Box, next to the Atm in the Admin. Building

FOR ATTENTION NOTE : Mrs. N.J Garib (HR Department)
An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants for employment must be full completed Z83 form and updated CV only Copies of certified qualifications and other relevant documents will be requested from shortlisted candidates. 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. 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 90 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. NB: 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 : 25 October 2024

POST 37/42 : **PROFESSIONAL NURSE, SPECIALTY GRADE 1 OR 2 (OPHTHALMOLOGY) REF NO: MGMH06/2024 (X1 POST)**

SALARY : Grade 1: R451 533 – R530 376 per annum
Grade 2: R553 545 - R686 211 per annum
Benefits: 13th Cheque, Medical Aid (Optional), GEHS (Conditions apply)

CENTRE REQUIREMENTS : Mahatma Gandhi Memorial Hospital
: Matric (Grade 12) certificate. Basic R425 qualification i.e. Degree or Diploma in nursing qualification that allows registration with SANC as a Professional Nurse plus. A post basic nursing qualification (Ophthalmology) with a duration of at least 1 year accredited with the SANC. Current registration with SANC as a General Nurse. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. A post basic nursing qualification (Ophthalmology) with a duration of at least 1 year accredited with the SANC in the speciality referred above. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC in General nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific speciality after obtaining 1 year post basic qualification in Ophthalmic Nursing. Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care especially Ophthalmic Nursing, processes and procedures. Basic knowledge of Public service regulations Disciplinary code human resources policies, hospital generic and specific policies. Leadership and supervisory skills. Team building and cross cultural awareness. Good communication and interpersonal skills Able to function independently. Knowledge and understanding of Nursing legislation, nursing care processes and procedures and other relevant legal frameworks such as Occupational Health and Safety Act. Health Act and Labour Relations Act.

DUTIES : Provide holistic nursing care to patients in a speciality unit in a cost effective, efficient and equitable manner. Assist in planning/organising and monitoring of the objective of the specialised unit in consultation with subordinates. Provide direct and indirect supervision of all nursing staff/housekeeping staff and give guidance. Execute duties and functions with proficiency within prescript of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. Participate in quality improvement programmes and clinical audits. Uphold Batho Pele and patient's rights principles. Provide safe, therapeutic environment as laid down by the Nursing Act. Maintain accurate and complete patient's records according to legal requirements. Exercise control over discipline, grievance and labour relations issues. Manage and supervise effective utilization of all resources e.g. Human, Finance and material. Implementation and management of infection control and prevention protocols. Maintain clinical, professional and ethical standards. Assist with performance review i.e. EPMDS.

ENQUIRIES : Mr G.T.D. Mthethwa Tel No: (031) 502 1719

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 or emailed to sakhile.gwala@kznhealth.gov.za

FOR ATTENTION : Mr 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. 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. MGMH07/2024. 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

: 01 November 2024

POST 37/43

: **PROFESSIONAL NURSE, SPECIALTY GRADE 1 OR 2 ICU/PAEDIATRICS/ADM) FOR NEONATAL NURSERY REF NO: MGMH07/2024 (X2 POSTS)**

SALARY

: Grade1: R451 533 – R530 376 per annum
Grade 2: R553 545 - R686 211 per annum
Benefits: 13th Cheque, Medical Aid (Optional), GEHS (Conditions apply)

CENTRE

: Mahatma Gandhi Memorial Hospital

REQUIREMENTS

: Matric (Grade 12) certificate. Basic R425 qualification i.e. Degree or Diploma in nursing qualification that allows registration with SANC as Professional Nurse plus, A post basic nursing qualification (Child nursing Science / Advanced midwifery/ Critical care) with duration of 1 year. Current registration with SANC as a General Nurse and Midwife (2024). **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. A post basic nursing qualification (Child nursing Science / Advanced midwifery/ Critical care) with a duration of at least 1 year accredited with the SANC in the speciality referred above. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC in General nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific speciality after obtaining 1 year post basic qualification in (Child nursing Science / Advanced midwifery/ Critical care) Knowledge, Skills, Training and Competencies Required: Knowledge of nursing care and processes and procedures. Basic knowledge of Public service regulations. Disciplinary code human resources policies, hospital generic and specific policies. Leadership, supervisory and good communication skills. Team building and cross cultural awareness.

DUTIES

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

ENQUIRIES

: Mr G.T.D. Mthethwa Tel No: (031) 502 1719

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 or emailed to sakhile.gwala@kznhealth.gov.za

FOR ATTENTION

: Mr 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 website-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. MGMH07/2024. 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** : 01 November 2024
- POST 37/44** : **CLINICAL NURSE PRACTITIONER GRADE 1, 2 (PHC) GATEWAY CLINIC MAHATMA GANDHI REF NO: MGMH08/2024 (X1 POST)**
- SALARY** : Grade1: R451 533 – R530 376 per annum
Grade 2: R553 545 - R686 211 per annum
Benefits: 13th Cheque, Medical Aid (Optional), GEHS (Conditions Apply)
- CENTRE** : Mahatma Gandhi Memorial Hospital
- REQUIREMENTS** : Matric (Grade 12) certificate. Registration with SANC as a Professional Nurse and Midwifery. A Basic Qualification in Clinical Nursing Science, Health assessment, Treatment and Care registered with SANC. Proof of current registered with SANC (2024) (Shortlisted candidates will submit proof of current registration and previous work experience endorsed by the Human Resources Manager or any Delegated person in the HR Component). **Grade 1:** A minimum of 4years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery and one year post Basic Qualification in Post Basic Qualification in clinical nursing science, Health assessment, Health assessment, Treatment and Care Nursing. **Grade 2:** A minimum of fourteen (14) Years appropriate /recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate /recognizable experience after obtaining one year Post Basic Qualification in clinical nursing science, Health assessment, Treatment and Care Nursing. Knowledge, Skills, Training and Competencies Required: Knowledge and understanding of Nursing legislation, nursing care processes and procedures and other relevant legal frameworks such as Occupational Health and Safety Act. Health Act and Labour Relations Act. Knowledge of the Patients Right Charter, Batho Pele Principles, National Core Standards and Ideal Clinic realization management. Possess basic understanding of Human Resource and financial policies and practices. Good communication skills, report writing skills, facilitation skills, co-ordination skills, liaison skills and problem solving skills. Good interpersonal and human relations. Knowledge of Public service act, regulations and policies. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Team building and diversity Management skills. Sound knowledge of health programmes implemented at PHC level.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and with a professional/legal framework. Assist in planning /organizing and monitoring of the objectives of the specialized unit in consultation with subordinates. Assist and deputize the Operational Manager with overall management of staff and patients and other administrative issues. Provide a therapeutic environment for staff, patients and public. Provide comprehensive, quality nursing care as a member of the multidisciplinary team according to the identified needs of the patient, based on scientific principles. Delegate duties and support staff in the execution of patient care. Ensure prompt clinical intervention to clients using prescribed updated National Guidelines and Protocols. Ensuring 90/90/90 strategy is implemented and set target achieved. Participate in all PHC activities aiming towards improvement of service delivery. Maintain professional growth/ethical standards and self – development. Maintain code of conduct for Public Service & Professional Body. Participate in the development and implementation of quality improvement plans in the unit. Maintain client satisfaction, through provision of innovate nursing care.
- ENQUIRIES** : Mr G.T.D. Mthethwa Tel No: (031) 502 1719

<u>APPLICATIONS</u>	:	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 or emailed to sakhile.gwala@kznhealth.gov.za
<u>FOR ATTENTION NOTE</u>	:	Mr S. Gwala
	:	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 website- 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. MGMH07/2024. Faxed 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.
<u>CLOSING DATE</u>	:	01 November 2024
<u>POST 37/45</u>	:	<u>PROFESSIONAL NURSE SPECIALTY – INTENSIVE CARE UNIT REF NO: GJGM 21/2024 (X2 POSTS)</u> Component: Nursing Management Service
<u>SALARY</u>	:	Grade 1: R451 533 per annum Grade 2: R553 545 per annum Other Benefits: 8% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements).
<u>CENTRE REQUIREMENTS</u>	:	General Justice Gizenga Mpanza Regional Hospital Grade 1: Degree/Diploma in General Nursing and Midwifery or equivalent qualification that Allows registration with SANC as a Professional Nurse plus post basic diploma in Nursing Qualification in the relevant speciality (Trauma or Intensive Care Nursing) with its duration on one (1) year accredited with SANC. Current Registration with SANC (2024 receipt). A minimum of four (4) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse. Grade 2: Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse plus post basic diploma in Nursing Qualification in the relevant speciality (Trauma or Intensive Care Nursing) with its duration on one (1) year accredited with SANC. Current Registration with SANC (2024 receipt). A minimum of fourteen (14) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least ten (10) years of the period referred to the above must be appropriate/recognizable experience in the specific speciality after obtaining the one (1) year post-basic qualification in Maternity. Knowledge, Skills and Competencies: Knowledge of Nursing Care, Processes and Procedures, Nursing Statues and other relevant legal frameworks such as Nursing Acts, Health Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Codes and Procedures in the Public Service. Leadership, Organizational, Decision Making, Problem Solving and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, Assertive and must be a team player. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery.
<u>DUTIES</u>	:	Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Plan management according to identified problems. Ensure accurate

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

**ENQUIRIES
APPLICATIONS**

: Matron TH Mthembu (Assistant Nurse Manager) Tel No: (032) 437 6111
 : 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 Email: Sibusiso.khoza@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 which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. 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. Proof of current and previous work experience endorsed and stamped by Human Resources (Certificate of Service) will be requested from shortlisted candidates for submission on or before the interview date.

CLOSING DATE

: 31 October 2024

POST 37/46

: **PROFESSIONAL NURSE SPECIALTY – OPERATING THEATRE REF NO: GJGM 22/2024 (X2 POSTS)**
 Component: Nursing Management Services

SALARY

: Grade 1: R451 533 per annum
 Grade 2: R553 545 per annum

**CENTRE
REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital
 : **Grade 1:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing and midwifery that allow registration with SANC as a Professional Nurse and a midwife. A post basic diploma in Operating Theatre Nursing Science. Registration with the SANC as a Professional Nurse and Midwife. Current registration with SANC (2024 receipt). A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and midwifery. Certificate of service endorsed by HR. **Grade 2:** Senior Certificate / Grade 12. Diploma / Degree in

General Nursing and midwifery that allow registration with SANC as a Professional Nurse and a midwife. A post basic qualification in Operating Theatre Nursing Science. Registration with the SANC as a Professional Nurse and Midwife. Current registration with SANC. A minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and midwifery. At least 10 years of the period referred above must be appropriate/recognizable experience in a specific field after obtaining post basic qualification in that specialized field. Knowledge, Skills and Competencies: Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.

DUTIES

: Execute professional nurses duties and functions with proficiency in support of the strategic objectives and operational plan of the Institution. Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Display concern for patients, promoting and advocating proper treatment and care and willingness to respond to patient's needs. Advocate for quality care of patients. Maintain accurate and complete patient records. Provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the Nursing Act, Office of Health Standard Compliance (OHSC) and all other applicable prescripts. Assist the Operational manager with overall management and necessary support for the effective functioning of the unit. Demonstrate effective communication with patients, supervisors, other health professionals including more complex report writing when required. Train and supervise junior staff and student nurses. Strengthen ethics and professionalism. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Ensure effective and efficient management of resources and availability of essential equipment. Maintain accreditation standards by ensuring compliance with Norms and Standards and Ideal hospital realization programmes. Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Participate in staff development using EPMDS System and other work related programmes and training. Assist and supervise in CSSD. Deputise in the absence of the Operational Manager.

**ENQUIRIES
APPLICATIONS**

: Matron LV Hadebe (Assistant Nurse Manager) Tel No: (032) 4376136
 : Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450 Email: Sibusiso.khoza@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 which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, 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 (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. Proof of current and previous work experience endorsed and stamped by Human Resources (Certificate of Service) will be requested from shortlisted candidates for submission on or before the interview date.

- CLOSING DATE** : 31 October 2024
- POST 37/47** : **PROFESSIONAL NURSE: SPECIALTY GRADE 1/2 REF NO: PSH 18/2024 (X2 POSTS)**
- SALARY** : Grade 1: R451 533 per annum, plus 12% rural allowance
Grade 2: R553 545 per annum, plus 12% rural allowance
Other Benefits: Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Port Shepstone Regional Hospital (Paeds Ward)
: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing, midwifery and post basic qualification in Child Health Nursing Science A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing, and midwifery of which 10 years must be appropriate/recognisable experience after obtaining the one (1) year post basic qualification in Child Health Nursing Science Minimum Education Requirements For The Post Grade 12 or Matric certificate. Diploma/Degree in General Nursing. Diploma in Midwifery Registration with SANC as General Nurse, midwifery and Child Health Nursing Science. SANC Receipt for 2024 and work experience/ certificate of service. Knowledge, Skills and Experience Leadership, organizational, decision making, supervisory and problem solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining to nursing care, computer skills in basic programmes. Knowledge of MNCWH programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.
- DUTIES** : Implement neonatal and child health care programmes. Develop and implement quality assurance policies & operational plans. Implement standards, practice and indication for Neonatal and Child Health Care. Participate in child PPIP meetings. Manage effective utilization of all resources in the unit. Develop and implement strategies for Infection Control and Prevention for the unit. Exercise control over discipline and labour relations issues. Develop / establish and maintain constructive working relationship with nursing and other stake holders. Ensure that the unit complies with Regulated Norms and Standards. Support the Mother Baby Friendly initiative. Support and mentor student nurses. Identify high risk, manage or refer them according to hospital policy. Develop vision and mission and objectives for neonates and paediatrics. Develop, implement and review neonatal and paediatric policies/SOP. Demonstrate adequate knowledge of Covid-19 protocols. Attend meetings held in the institution/outside.
- ENQUIRIES APPLICATIONS** : Mrs MC Maqutu Tel No: (039) 688 6117
: Applications should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone 4240. NB: Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Copies should be submitted by shortlisted candidates only)
- FOR ATTENTION NOTE** : Mr. Z.M Zulu
: NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from

the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

- CLOSING DATE** : 25 October 2024
- POST 37/48** : **PROFESSIONAL NURSE GRADE 1 OR 2: SPECIALTY REF NO: PSH 19/2024 (X2 POSTS)**
- SALARY** : Grade 1: R451 533 per annum, plus 12% rural allowance
Grade 2: R553 545 per annum, plus 12% rural allowance
Other Benefits: Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Port Shepstone Regional Hospital – Critical Care
: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing, midwifery and post basic qualification in Critical care/Emergency & Trauma Nursing Science. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with SANC in General Nursing and midwifery of which 10 years must be appropriate /recognisable experience after obtaining the one (1) year post basic qualification in Critical care/Emergency & Trauma Nursing Science. Matric / Senior Certificate. Diploma/Degree in General Nursing, Midwifery Nursing Science. 1 year post basic qualification in Critical care/Emergency & Trauma Nursing Science. Current registration with SANC as General Nurse, Midwife/Accoucher and Critical care/Emergency & Trauma Nursing Science. SANC receipt 2024 and work experience/ certificate of service. Knowledge, Skills and Experience Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Good communication skills verbal and written. Co-ordinate and liaison skills. Problem solving skills.
- DUTIES** : Assist in planning/organizing and monitoring of objectives of the specialized unit. Provide a therapeutic environment for staff, patients and public. Provide comprehensive quality nursing care. Provide direct and indirect supervision of all Nursing Staff / Housekeeping staff and to give them guidance and ensure continuity of patient care, Demonstrate effective communication patient and families with the multi – disciplinary team, other department within the hospital. Assist with allocation /change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP, Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant speciality. To assist with relief duties of supervision and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building, Effective and efficient management of all resources. Liaise with professional nurse in charge in surgical high care / renal unit. Allocation of staff within the directorate on rotational basis. To ensure critically ill patients regardless of diagnoses according to disease profile within the directorate. To nurse a paediatric ventilated / high care patient in ICU for close monitoring. Maintain professional growth / ethical standard and self – development.
- ENQUIRIES APPLICATIONS** : Mrs MC Maqutu Tel No: (039) 688 6117
: Applications should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone, 4240. NB: Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Copies should be submitted by shortlisted candidates only)
- FOR ATTENTION NOTE** : Mr. Z.M Zulu
: The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). NB: Please note that due to financial constraints, there will be no payment of S&T Claims to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit

records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 25 October 2024

POST 37/49 : **CLINICAL NURSE PRACTITIONER (SPECIALTY HAST) REF NO: MBO 11/2024**

SALARY : Grade 1: R451 533 – R530 376 per annum
Grade 2: R553 545 – R686 211 per annum
Other Benefits: Homeowner Allowance (prescribed requirements to be met), 13th Cheque, Rural Allowance 08% and medical aid (optional)

CENTRE REQUIREMENTS : Mbongolwane District Hospital
: **Grade 1:** Grade 12 certificate / Standard 10. Diploma / Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse (2024). A minimum of Four (04) years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Plus 01 year post basic qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care (PHC). Current and previous working experience endorsed and stamped by Human Resource (service certificate) only shortlisted candidates will submit certificate of service. **Grade 2:** Grade 12 certificate / Standard 10. Diploma/ Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse (2024). A minimum of Fourteen (14) years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Plus 01 year post basic qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care (PHC). At least Ten (10) years of the period referred above must be appropriate / recognizable experience after obtaining One (1) year post basic qualification in Primary Health Care (PHC). Current and previous working experience endorsed and stamped by Human Resource (service certificate) only shortlisted candidates will submit certificate of service. Recommendation: Nimart Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, Nursing Acts, Health Act, Nurses Pledge, Patient's-Rights charter, Batho Pele principles etc. Nursing statutes and relevant legal framework. Knowledge and understanding of legislative framework governing the public services. Knowledge of HR, Finance, Skills development, Labour Relations, Public Service. PHC Guidelines and other prescripts. Conflict, change and people management.

DUTIES : Participate in the implementation of the nursing plan, clinical audits, QIP's and its implementation for quality care. Ensure that practice in nursing is in accordance with laws and regulations relevant to nursing and health care, provide therapeutic environment to staff, patients and public. Manage and monitor HR and Finance in all relevant clinical areas. Assist in preparation of ICRM and OHSC to maintain status and compliance. Ensure data collection and adherence to Data Management Principles. Assist in implementation of PHC re-engineering. Ensuring proper utilization resources and safe keeping of supplies. Monitor Infection Prevention and Control in the unit. Ensure increased accessibility of health services to all community members including staff. Instill discipline, professionalism and work ethics among employees. Deputize the Operational manager in charge of the unit. Ensure implementation of 95 95 95 target and monitoring of HAST indicators.

ENQUIRIES APPLICATIONS : Mr NM Mhlongo (Amn Medical and Surgical) Tel No: (035) 476 6242/ ext. 1011
: All applications should be forwarded to: The Human Resources Manager, Private Bag X126, Mbongolwane Hospital, Kwa-Pett, 3820 or Hand Delivered to Mbongolwane Hospital, Mbongolwane Reserve, or E-mail to **MbongolwaneHospital.HRJobApplication@kznhealth.gov.za**

FOR ATTENTION NOTE : Acting HRM
: Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae Only, therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. The circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records,

qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that no faxed or late applications will be accepted and considered. 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.

- CLOSING DATE** : 25 October 2024
- POST 37/50** : **CLINICAL NURSE PRACTITIONER REF NO: MBO 13/2024 (X1 POST)**
- SALARY** : Grade 1: R451 533 – R530 376 per annum
Grade 2: R553 545 – R686 211 per annum
Other Benefits: 13th cheque, homeowner allowance (employee must meet prescribed requirements), Medical Aid (optional)
- CENTRE REQUIREMENTS** : Ngudwini Clinic
: **Grade 1:** Grade 12 or Standard 10, Degree or Diploma in general nursing science and midwifery. Plus One year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC. A minimum of 4 years appropriate or recognizable nursing experience as a general nurse. Current and previous work experience written by Supervisor. Certificate of service endorsed and stamped by HR Office. **Grade 2:** Grade 12 or Standard 10, Degree or Diploma in general nursing science and midwifery. One year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC (2024). A minimum of Fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. Plus 01 year post basic qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care (PHC). At least Ten (10) years of the period referred above must be appropriate / recognizable experience after obtaining One (1) year post basic qualification in Primary Health Care (PHC). Current and previous work experience written by supervisor. Certificate of service endorsed and stamped by HR Office. Knowledge, Skills and Competencies: Knowledge of all applicable legislation such as Nursing Act, Mental Act, OH&S Act, Batho Pele principles and patients rights charter, labour relations act, grievance procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory. Good interpersonal relationship. Good insight of procedures and policies pertaining to nursing care.
- DUTIES** : Provide promotive, preventative, curative and rehabilitative services to the community. Ensure proper utilization and safekeeping of basic medical equipment. Assist in orientation and induction of staff. Provide direct and indirect supervision of all nursing staff. Implement Batho Pele principles. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, Ideal Clinic, Quality and Clinical Audits. Be able to act as an Operational Manager in the absence of clinic manager at the facility. Assist in the management of resources. Ensure proper utilization of Human, material, and financial resources and keeping up to date records of resources. Plan and organize own work to ensure proper nursing care in the clinic. Conduct health education to community. Assist in data management. Ensure pharmaceutical management. Assist in the management of mother and child programmes.
- ENQUIRIES APPLICATIONS** : Mr VH Zikhali (PHC) Tel No: (035) 476 6242/ ext. 1005
: All applications should be forwarded to: The Human Resources Manager, Private Bag X126, Mbongolwane Hospital, Kwa-Pett, 3820 or Hand Delivered to Mbongolwane Hospital, Mbongolwane Reserve, or E-mail to **MbongolwaneHospital.HRJobApplication@kznhealth.gov.za**
- FOR ATTENTION NOTE** : Acting HRM
: Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83 - most recent one) which is obtainable from any Government Department or from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Therefore only shortlisted candidates will be

required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, or late applications will be accepted and considered. 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.

- CLOSING DATE** : 25 October 2024
- POST 37/51** : **CLINICAL NURSE PRACTITIONER REF NO: MBO 12/2024 (X1 POST)**
- SALARY** : R451 533 – R530 376 per annum
R553 545 – R686 211 per annum
Other Benefits: 13th cheque, housing allowance (employee must meet prescribed requirements): medical aid (optional)
- CENTRE REQUIREMENTS** : Osungulweni Clinic
Grade 1: Grade 12 or Standard 10, Degree or Diploma in general nursing science and midwifery. Current registration with SANC. A minimum of 4 years appropriate or recognizable nursing experience as a general nurse. Plus 01 year post basic qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care (PHC). Current and previous work experience written by supervisor. Certificate of service endorsed and stamped by HR Office. **Grade 2:** Grade 12 or Standard 10, Degree or Diploma in general nursing science and midwifery. One year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC (2024). A minimum of Fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in general nursing. Plus 01 year post basic qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care (PHC). At least Ten (10) years of the period referred above must be appropriate / recognizable experience after obtaining One (1) year post basic qualification in Primary Health Care (PHC). Current and previous work experience written by supervisor. Certificate of service endorsed and stamped by HR Office. Knowledge, Skills and Competencies: Knowledge of all applicable legislation such as Nursing Act, Mental Act, OH&S Act, Batho Pele principles and patients rights charter, labour relations act, grievance procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory. Good interpersonal relationship. Good insight of procedures and policies pertaining to nursing care.
- DUTIES** : Provide promotive, preventative, curative and rehabilitative services to the community. Ensure proper utilization and safekeeping of basic medical equipment. Assist in orientation and induction of staff. Provide direct and indirect supervision of all nursing staff. Implement Batho Pele principles. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, Ideal Clinic, Quality and Clinical Audits. Ensure proper utilization of Human, material, and financial resources and keeping up to date records of resources. Plan and organize own work to ensure proper nursing care in the clinic. Be able to act as an Operational Manager in the absence of clinic manager at the facility. Assist in the management of resources. Conduct health education to community. Assist in data management. Ensure pharmaceutical management. Assist in the management of mother and child programmes.
- ENQUIRIES APPLICATIONS** : Mr VH Zikhali (PHC) Tel No: (035) 476 6242/ ext. 1005
: All applications should be forwarded to: The Human Resources Manager, Private Bag X126, Mbongolwane Hospital, Kwa-Pett, 3820 or Hand Delivered to Mbongolwane Hospital, Mbongolwane Reserve, or E-mail to **MbongolwaneHospital.HRJobApplication@kznhealth.gov.za**

<u>FOR ATTENTION NOTE</u>	: Acting HRM : Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83 - most recent one) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za . The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that No Faxed, or late applications will be accepted and considered. 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.
<u>CLOSING DATE</u>	: 25 October 2024
<u>POST 37/52</u>	: <u>CLINICAL NURSE PRACTITIONER (PHC) REF NO: KCHC/LIND/02/2024 (X3 POSTS)</u>
<u>SALARY</u>	: Grade 1: R451 533 – R530 376 per annum Grade 2: R553 545 – R686 211 per annum Benefits: 13th cheque, Rural Allowance (provided the post meets the Requirements), Homeowners allowance (employee must meet prescribed requirements), Medical Aid (Optional)
<u>CENTRE REQUIREMENTS</u>	: Kwamashu CHC (Lindelani Clinic) : Basic R425 qualification – Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. One year post basic qualification in Clinical Nursing Science (Health Assessment, Treatment and Care) – Primary Health Care. Current registration with SANC as a Professional Nurse (2024 SANC receipt). A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Only shortlisted candidates will submit proof of work experience (Certificate of service) endorsed by Human Resource department. Knowledge, Skills and Competencies: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing act, Occupational health and safety act, Patients’ rights charter, Bathe Pele principles, Public service regulations, Labor relations act, Disciplinary codes and procedures, Grievance procedure, Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and policies pertaining to nursing care. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Computer skills in basic programs.
<u>DUTIES</u>	: Provision of an integrated quality and comprehensive primary health care, prevention of disease, curative and rehabilitative services to the clients and community. Maintain intersectional collaboration with other government structures. Provide PICT and adherence counselling to all clients. Provide primary prevention strategies and management of communicable and non-communicable diseases. Assist and identify training needs of the staff to increase level of expertise and assist patients and families to develop sense of self care. Manage the utilization and supervision of resources. Coordinate the provision of effective training and research, focusing on the programs aimed at the improvement of communities. Instill discipline, professionalism and work ethics among employees. Ensure compliance to quality, infection prevention and control (IPC) programs e.g. Ideal clinic realization and maintenance (ICRM) and Norms and Standards (N&S). Maintain a constructive working with the multi-disciplinary team members. Provide effective support to Nursing Management services e.g. assist with relief duties to nursing management.

Manage and monitor proper utilization of human, financial, physical and material resources. Ensure availability of medication, essential equipment and supplies and proper utilization thereof. Monitor and evaluate HR performance (EPMDS) for all relevant staff. Ensure data management is implemented and monitored.

**ENQUIRIES
APPLICATIONS**

: Ms O Magwaza Tel No: (031) 501 1777
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance at P61 Mkhivane Road, Kwa-Mashu, 4360 or emailed to: Sbusiso.Mtshali@kznhealth.gov.za or hand delivered to Human Resource Office, KwaMashu CHC.

NOTE

: Application for employment form (new form Z83); which is obtainable at any Government Department or from the Website – www.kznhealth.gov.za. Applicant must submit Z83 and updated Curriculum Vitae (CV) only. Copies of Identity document, driver's license, highest educational qualifications and professional registration certificates must not be submitted when applying for employment. These will be requested only from shortlisted candidates. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert (only from shortlisted candidates). 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. LRP/KCHC/15/2023. 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. Due severe budgetary constraints that the CHC is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The CHC has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty. Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided. Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021) Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews.

CLOSING DATE

: 25 October 2024

POST 37/53

: **PROFESSIONAL NURSE (HAST) REF NO: MBO 10/2024 (X1 POST)**
Component: Nursing

SALARY

: Grade 1: R307 473 – R362 187 per annum
Grade 2: R375 480 – R442 296 per annum
Grade 3: R451 533 – R578 826 per annum
Other Benefits homeowner allowance (prescribed requirements to be met), 13th cheque. rural allowance, 08% and Medical Aid (optional)

**CENTRE
REQUIREMENTS**

: Mbongolwane District Hospital
: Grade 12 certificate OR Equivalent. Diploma/ Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse (2024). Current and previous experience endorsed and stamped by Human Resource (service certificate) only shortlisted candidates will submit certificate of service. **Grade 1:** No experience required. **Grade 2:** A minimum of 10 years appropriate/recognize experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A minimum of 14 years appropriate/recognize experience in Nursing after registration as Professional Nurse with the SANC in General Nursing Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Nursing statutes and relevant legal framework. Good communication skills. Facilitation and coordination skills. Networking and problem solving skills. Information Management. Ability to formulate patient care related policies. Demonstrate understanding of Human Resource and Financial Management policies and procedures.

<u>DUTIES</u>	:	Provide comprehensive quality nursing care to patients/clients in a cost-effective and efficient manner. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Demonstrate compliance with Nursing Act and SANC regulations. Able to plan and organize own work and that of support personnel to ensure proper Nursing Care Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs requirements and expectations (Batho Pele and patients' rights charter). Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Ensure compliance with all National, Provincial and professional prescripts/ legislation in the units. Participate in the analysis and formulation of nursing policies and procedures. Provide a safe therapeutic and hygiene environment. Work effectively and amicably with other employees/patients of diverse intellectual, cultural, racial or religious differences. Monitor and evaluate the care and management of all patients and ensure the maintenance of accurate and complete patient records. Implement plan of action in emergency situations according to protocols and guidelines. Conduct audits and implement quality improvement programme. Exercise control over discipline, grievances and Labour Relations issue according to the laid down. Assist in preparation of ICRM and OHSC to maintain status and compliance. Ensure data collection, verification and submission according to Data management policies and guidelines. Ensure implementation of 95 95 95 target and monitoring of Hast indicators
<u>ENQUIRIES APPLICATIONS</u>	:	Mr NM Mhlongo (AMN Medical and Surgical) Tel No: (035) 476 6242/ ext. 1011
<u>FOR ATTENTION NOTE</u>	:	All applications should be forwarded to: The Human Resources Manager, Private Bag X126, Mbongolwane Hospital, Kwa-Pett, 3820 or Hand Delivered to Mbongolwane Hospital, Mbongolwane Reserve, or E-mail to <u>MbongolwaneHospital.HRJobApplication@kznhealth.gov.za</u> Acting Human Resource Manager
<u>NOTE</u>	:	The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za . The application form (Z83) must be accompanied by a detailed Curriculum Vitae Only, Therefore only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. the circular minute number must be indicated in the column (part A) provided therefore on the Z83 form. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, every applicant will be advanced of the outcome of his/her application, in due course. Please note that no faxed, or late applications will be accepted and considered NB: Please note that local candidates will be first preference.
<u>CLOSING DATE</u>	:	25 October 2024
<u>POST 37/54</u>	:	<u>PROFESSIONAL NURSE (GENERAL STREAM) REF NO: SAP 05/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R307 473 – R356 382 per annum Grade 2: R375 480 – R435 759 per annum Grade 3: R451 533 – R570 273 per annum Other Benefits: Rural Allowance, 13th Cheque, medical Aid (Optional), Homeowner's allowances employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Kilmun Clinic Grade 1: Qualification that allows registration with the SANC (2021) as Professional Nurse. Current Registration with SANC (2024) as a General Nurse with midwifery. Grade 2: Qualification that allows registration with the SANC (2021) as Professional Nurse. Certificate of Registration as a Professional Nurse. A Minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC (2024) in General Nursing with midwifery. Grade 3: Qualification that allows

registration with the SANC (2021) as Professional Nurse. Certificate of Registration as Professional Nurse A Minimum of twenty (20) years appropriate/recognizable experience in nursing after registration as a professional nurse with the SANC (2024) in General Nursing with midwifery. Department. 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 before or on the date of an interview. Skills: Knowledge of nursing care processes and procedures, nursing statues and other legal frameworks such as: Nursing Act, Health Act, Patient's Rights Charter, Batho Pele Principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, etc. Good skills in: Communication, report writing, facilitation, co-ordination, planning & organizing, decision making, computer usage. Ability to formulate patient related policies. Basic understanding of HR and financial policies and procedures. Team building and cross cultural awareness.

DUTIES : Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multidisciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients' needs, requirements and expectations (Batho Pele). 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 Mr F. Ntuli Tel No: (039) 833 9001-8
APPLICATIONS : Direct your application quoting the relevant reference number to: The Chief Executive Officer, St. Apollinaris Hospital, Documents (CV and Z83 only) to be e-mailed to: thulani.dlamini@kznhealth.gov.za or hand delivered applications may be dropped in Human Resource Section at St Apollinaris Hospital 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 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 post advertised is an African Male. 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. 25 October 2024

CLOSING DATE : 25 October 2024
POST 37/55 : **PROFESSIONAL NURSE GENERAL WITH MIDWIFERY GRADE 1 REF NO: EMS/02/2024**

SALARY : Grade 1: R307 473 - R362 187 per annum. Other benefits: Medical Aid (Optional) 13th Cheque and Housing allowance (Homeowner employee must

meet prescribed requirement) and In- Hospital Area Allowance (8% of basic salary)

CENTRE REQUIREMENTS

: Emmaus Hospital
: Senior Certificate (Grade 12). Degree /Diploma in General nursing and Midwifery qualification that allows registration with the SANC as a professional Nurse with midwifery. Registration with S.A.N.C as professional nurse and midwifery. Current South Africa Nursing Council receipt – license to practice 01 April 2024. Only shortlisted candidates will submit proof of current and previous experience endorsed by Human Resources. knowledge & skills Knowledge of nursing care processes and procedures, nursing statues and other legal framework such as: Nursing act, health act, Patient’s Right Charter, Batho Pele Principle, Public Service Regulations, Labour Relation Act, Disciplinary Code and Procedure, etc. Good skills in: Communication, report writing, facilitation, co-ordination, planning & organization, decision making, computer usage. Ability to formulate patient related policies. Basic understanding of HR and Financial policies and procedures. Team building and cross cultural awareness.

DUTIES

: Ensure compliance to the Clinical Governance framework. Assist to avert potential medico-legal risks in Labour Ward. Provide care that leads to improved health service delivery by upholding principles Batho Pele Principles/Patient’s Rights. Ensure that Nursing Policies are adhered to in the unit e.g. handover policy, Grand Round, Nursing Audit etc. Ensure implementation of norms and standards, ideal hospital, OHSC, quality and clinical audits. Ensure the development of quality improvement plans for gaps identified and monitor the implementation thereof. Execute duties and functions with proficiency and according to the scope of practice Ability to plan and organize own work and that of staff under her supervision in the unit Implement infection control standards and practices to improve quality of nursing care Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing Medico-Legal hazards. Ensuring proper utilization of all the resources. Ensure adherence to the ARV/TB/STI/VTP guidelines. Ensure the availability of all guidelines and policies within the legal framework. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient’s needs, requirements and expectations. Effective, efficient utilization and management of resources. Implement maternal and obstetric policies and guidelines. Promote & maintain baby friendly status. – Implement all obstetric programs (i.e. PIPP, CHIPP, VMTC, CARMA, MBFI, ESMOE) etc.

ENQUIRIES APPLICATIONS

: Ms. P.P.J Van der Plank Tel No: (036) 488 8204, ext. 8306
: Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital or can be emailed to bheki.shabalala@kznhealth.gov.za

FOR ATTENTION NOTE

: Human Resource Manager
: Application for Employment form (Z83) i.e. the most recent form, obtainable at any Government Department or from website-www.kznhealth.gov.za. The Z83 form must be completed in full, failure to do so may result in disqualification. A detailed curriculum vitae (CV) and certificate/s of service from previous employer/s endorsed by Human Resource Department. Applicants are not required to submit copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidate only. Copies of educational qualifications, identity/passport documents, and professional registration certificates need not be certified as only shortlisted candidates will be requested to supply certified copies. It is the applicant’s responsibility to have a foreign qualification, which is inherent requirement of the job, evaluated by the South African Qualification Authority (SAQA) and to provide proof of verification for such evaluation on application. Failure to comply will result in the application not being considered. Applications may be hand delivered and submitted via post. The reference number and position for which you are applying (as stated in the advert) must be clearly indicated in the Column provided on the form Z83. NB: failure to comply with the above instructions will disqualify applicants. Please note that due to a large number of applications received, applications will not be acknowledged. However, should you not receive any response after three (03) months from the closing of this advert; consider your application as unsuccessful. People with disabilities should feel free to apply for the post. The appointment is subject to

positive outcomes obtained from the State Security agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit record, citizenship) verification of educational Qualifications by SAQA. Verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC). The Department reserves the right not to fill the post. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the department. NB: Due to financial constrained, No Subsistence and Travelling, Resettlement Allowance will be paid for interview attendance.

- CLOSING DATE** : 25 October 2024 at 16:00
- POST 37/56** : **PROFESSIONAL NURSE GENERAL – PAEDIATRICS (WITH BASIC MIDWIFERY) REF NO: GJGM 23/2024 (X1 POST)**
Component: Nursing Management Services
- SALARY** : Grade 1: R307 473 per annum
Grade 2: R375 480 per annum
Grade 3: R451 533 per annum
Other Benefits: 13th Cheque, Medical Aid – optional, 8% inhospitable allowance, Homeowner allowance, employee must meet prescribed requirements.
- CENTRE REQUIREMENTS** : General Justice Gizenga Mpanza Regional Hospital
: **Grade 1:** Experience: NIL **Grade 2:** Experience: Minimum of 10 years appropriate recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Basic Midwifery **Grade 3:** Experience: Minimum of 20 years appropriate recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Basic Midwifery. Knowledge, Skills and Competencies: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good verbal and written communication and report writing skills. Decision making and problem solving skills. Conflict management and negotiation skills. Project management skills. Basic computer skills.
- DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards professional/ legal framework. To plan/ organize and monitor the objectives of the specialized unit in consultation with other members. To provide a therapeutic environment for staff, patients and public. To provide a comprehensive quality nursing care as a member of the unit-disciplinary team according to the identified needs of the patient based on scientific principles. To delegate duties and support staff in the execution of patient care delivery. To provide direct and indirect supervision of all nursing staff/ housekeeping staff and to give guidance. To ensure continuity of patient care on all levels i.e. work, book, and handover rounds. To liaise and communicate with multi-disciplinary team as well as other departments within the hospital i.e. during operational meetings with nursing supervisor and subordinates. Manage effectively the utilization and supervision of resources coordination of the provision of effective training and research. Provision of effective support to nursing services. Maintaining professional growth/ ethical standards and self-self-development. Ensure accurate record keeping for statistics purposes. Ensure adherence to the Principles of IPC in the unit. Manage unit in the absence of the Operation Manager. Identify, report and assist Doctors in the management of Paediatric Emergencies.
- ENQUIRIES APPLICATIONS** : Matron NG Mntambo (Assistant Nurse Manager) Tel No: (032) 437 6356
: 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 Email: Sibusiso.khoza@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 which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit

records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Proof of current and previous work experience endorsed and stamped by Human Resources (Certificate of Service) will be requested from shortlisted candidates for submission on or before the interview date.

CLOSING DATE : 31 October 2024

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

FOR ATTENTION : Ms PN Mkhize
CLOSING DATE : 25 October 2024

NOTE : 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. The Department is an Equal Opportunity Affirmative Action employer and is committed to empowering people with disability. Appointment is subject to a positive outcome obtained from State Security on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). The employment is subject to signing of the employment contract, annual performance agreement and to disclose financial interests in accordance with relevant prescripts. Candidates will be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service. Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful. Regrettably due to excessive budget cuts and the nature of the position, the Department is not in a position to meet any travel and subsistence costs relating to recruitment process, or relocation and resettlement costs for successful candidate. It is regretted that due to large volumes of applications anticipated to be received, it is not possible for the Department to acknowledge receipt of the same and that only those applicants that participate in the final selection processes(interviews) will be notified of the outcome. The content of this circular must without delay be brought to the attention of all potential applicants.

OTHER POST

- POST 37/57** : **DEPUTY DIRECTOR: POLICY COORDINATION REF NO: DSD01/02/2024 STR**
(One year contract)
- SALARY** : R849 702 per annum (Level 11), all-inclusive
CENTRE : Head Office
REQUIREMENTS : Qualifications: National Diploma / Bachelor's Degree in Policy Development/
Public Administration / Public Management, A valid driver's License, 3-5 Years
of junior management experience in Policy Development environment.
Knowledge: Knowledge of the Constitution for the Republic of South Africa,
Public Service Act, Public Service Regulations, 2016 as amended,
Government-Wide Monitoring and Evaluation System, Framework for Strategic
Planning and Annual Performance Plan, Policy analysis and development,
Labour Relations Act, Public Financial Management Act, Organization
behavior analysis, Strategic business management and Employee
Performance Management Development and System. Skills: Change
Management, Strategic planning, Analytical thinking, Interpersonal relations,
Facilitation, Presentation, Financial management, Project management,
Conflict management and Driving.
- DUTIES** : Develop policy development frameworks, protocols and guidelines. Provide
advisory services on policy development. Coordinate policy assessments,
adoptions and approvals. Monitor the development and implementation of
policies. Manage resources of the Sub-directorate.
- ENQUIRIES** : Mr PR Madela Tel No: (033) 264 5544