

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

- APPLICATIONS** : Applications may be forwarded by post to: Head: Community Safety and Liaison, Human Resource Management, Private Bag X9143, Pietermaritzburg, 3200, or hand delivered to 179 Jabu Ndlovu Street, Pietermaritzburg.
- FOR ATTENTION** : Ms. S.S Ngcobo
- CLOSING DATE** : 25 August 2023
- NOTE** : Applicants must not submit copies/attachments/ poof /certificates/ID/Driver license/qualifications on application, only when shortlisted. A completed Z83 application for employment form and a detailed CV must only be submitted. Applicants for any vacant post within the Province of KwaZulu-Natal may apply for a post in three ways: a) via the online recruitment portal (<https://kznjobs.powerappsportals.com>), b) by submitting paper copies of their Z83 and CV directly to the department, or c) by emailing their Z83 and CV directly Dawn.Chalmers@comsafety.gov.za. All personal data on applications will be dealt with in terms of the provisions of the Protection of Personal Information Act, 2013. Persons with disabilities are also encouraged to apply.

OTHER POST

- POST 25/101** : **ASSISTANT DIRECTOR: CRIME PREVENTION AND PARTNERSHIPS REF NO: CSL34/2023**
- SALARY CENTRE REQUIREMENTS** : R491 403 per annum (Level 10)
: Ethekwini Metro: Durban West District
: The ideal candidate must be in possession of 3-year National Diploma (NQF level 6) or higher in Social / Police Science or relevant equivalent qualification together with a minimum of 3 years appropriate experience in crime prevention and a valid driver's license. Applicants must be prepared to work extended hours. The successful candidate must have knowledge of the Constitution, Public Service Act and Regulations, PFMA, Civilian Oversight Act, SAPS Act, Knowledge of Domestic Violence Act, Project Management, Crime Prevention Policies, Communication skills, Project management skills, Report writing skills, Computer skills, Financial Management skills, Conflict Resolution skills.
- DUTIES** : The successful candidate will be required to promote community police relations and community safety structures and implement safety models and initiatives for the district. Develop and maintain community policing forums, community safety forums and community crime prevention partnerships and associations. Implement community safety models and initiatives in the district. Strengthen partnership with the Civil Society Organisations in the prevention and management of crime prevention in the district. Coordinate inter-departmental partnerships to implement interventions in policing priorities.
- ENQUIRIES** : Ms. F Buthelezi Tel No: (031) 737 4950

DEPARTMENT OF HEALTH

(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.)

ERRATUM: PRINCE MSHIYENI MEMORIAL CAMPUS. Kindly note that the following two (X2) Posts were advertised in Public Service Vacancy Circular 22 dated 30 June 2023, Lecturer PND1/PND2 - Post Graduate Diploma in Critical Care Nursing (Adult): R.635 (EThekwini District) with Ref No: PMMC03/2023, Lecturer PND1/PND2 (Post Graduate Diploma in Primary Care Nursing: R.635) (EThekwini District) with Ref No: PMMC02/2023; the post have been withdrawn.

OTHER POSTS

<u>POST 25/102</u>	:	<p><u>DEPUTY DIRECTOR: MONITORING & EVALUATION (DATA ANALYST)</u> <u>REF NO: G100/2023</u> (One-Year Renewable Contract over Four Years subject to availability of funds) Cluster: Strategic Health Programmes This post was previously advertised, all applicants who applied before will have to re-apply.</p>
<u>SALARY</u>	:	R811 560 per annum (Level 11), (an all-inclusive salary package)
<u>CENTRE</u>	:	Head Office: Pietermaritzburg
<u>REQUIREMENTS</u>	:	<p>A Degree/Post Graduate Diploma in Public Health / Epidemiology / Biostatistics / Statistics. Approximately 3 years' experience applying epidemiological and/or statistical concepts to public health-related data analysis, preferably with HIV, ART, and/or TB data. Strong understanding of the public health system, with a specific focus on health information, including data production, routine data in public health settings, cohort monitoring, and data quality improvement. Demonstrated experience mining and analysing Tier.net reports and webDHIS indicators in public health sector. Demonstrated experience with statistical analysis package, such as STATA. Demonstrated experience working with data visualization tools. Experience working in or supporting, the public health sector. Knowledge, Skills, Training and Competencies Required: High level of proficiency in Microsoft Office (Word, Excel, PowerPoint, OneNote, Outlook, Tier.Net and Web-DHIS). Strong analytical and presentation skills, attention to detail. Ability to build and maintain effective relationships within the team, with colleagues and various stakeholders. Ability to multitask, work under pressure and be deadline-driven.</p>
<u>DUTIES</u>	:	<p>Provide leadership and technical expertise in conducting advanced analytics to better inform HIV/AIDS programming through complex relationships with and between Measurement, Evaluation, and Research data and province-specific or survey data. Prepare and track progress of programmes, projects and activity budgets. Routinely analyse and interrogate data relating to the HIV, TB and Strategic Health programs (SHP), including related/linked data as it is integrated. Provide leadership and effective, accurate and timely monitoring, evaluation and reporting of all HIV, TB and other SHP and projects activities. In collaboration with other Health Office staff, initiate and coordinate targeted analyses of HIV and TB programmes data to generate trends, early warning reports, projections and patterns that inform planning and programming. Provide timely alerts on emerging manifestations/trends threatening the health system. Provide guidance and develop support materials to enable sustained utilisation of data analytics by relevant health system stakeholders. This includes capacity building. Provide leadership and direction on M&E to ensure SHP Managers achieve their goals and corresponding objectives and targets through promoting and supporting dissemination and utilisation of SHP information among the Programmes Managers. Ensure high-quality implementation, consistent with NDoH and KZN Provincial monitoring and evaluation guidelines, protocols, information and reporting systems. Lead efforts to monitor and evaluate TB and other SHP program and project interventions, especially the documentation of results and provision of feedback to stakeholders to guide decision-making and support Continuous Quality Improvement interventions. Acquire, process, manage, and analyze data from a range of sources for improved decision making. Support and conduct targeted evaluations and operations research, including design, data collection, management and analysis. Cultivate strategic M&E relationships and alliances with other DoH and external stakeholders (e.g. PEPFAR Partners) and represent M&E SHP activities in public and professional circles through meetings, conferences, and presentations. Ensure relevant data is entered into webDHIS, Tier.net, EDR Web and other relevant performance management systems designed to capture, analyse, and disseminate SHP data. Working with Director SIM and RTC Manager, coordinate all M&E capacity-building activities for Provincial staff, Implementing Partners and where applicable, districts. Train and mentor Programme Managers and other stakeholders in data analytics. Support the preparation of key annual and mid-term planning and reporting documents including the Operational Plan, Provincial Budget Justifications, Technical Notifications, Quarterly, Semi-Annual and Annual Progress Reports. Prepare data required for the Provincial Strategic and Operational Plan for health system strengthening activities, quarterly/semi-annual/annual performance reports (e.g. data completeness checks), and other routine provincial and district processes. Participate in the</p>

KZN Provincial Strategic Information Technical Working Group. Provide technical oversight and expert review of DoH and Implementing partner activities that leverage data analytics.

**ENQUIRIES
APPLICATIONS**

: Mr A Ngcobo Tel No: (033) 395 2210/2534
: 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.

**FOR ATTENTION
NOTE**

: 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: 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

: 04 August 2023

POST 25/103

: **CLINICAL PSYCHOLOGIST GRADE1/2/3 REF NO: EMP31/2023**

SALARY

: Grade 1: R790 077 - R866 658 per annum
Grade 2: R918 630 – R1 018 047 per annum
Grade 3: R1 063 611 – R1 249 254 per annum
13th Cheque, Home Owners Allowance (employee must meet the prescribed requirements), Medical Aid (optional), 12% In-Hospitable allowance

**CENTRE
REQUIREMENTS**

: Queen Nandi Regional Hospital (Empangeni)
: Senior Certificate / Grade 12 plus Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Psychologist. HPCSA Registration Certificate as a Psychologist. HPCSA Current registration (2023-2024) Experience Required: **Grade 1:** No experience required after registration with the Health Professional Council of South Africa (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa, One-year experience after registration with the Health Professional Council of South Africa as a Psychologist in respect of foreign qualified employees of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** A minimum of eight (08) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service as required in South Africa. A minimum of nine (09) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. **Grade 03:** A minimum of sixteen (16) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of RSA qualified employees who performed Community Service, as required in South Africa. A minimum of seventeen (17) years relevant experience after registration with the Health Professional Council (HPCSA) as a Psychologist in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills, Competencies Required:

Psychotherapeutic and clinical knowledge in patient assessment, diagnosis and treatment across the lifespan. Ethical and legislative framework of practice. Knowledge of departmental guidelines and policies. Evidence based psychological practice. Understanding of broader community, cultural, contextual and socio economic factors which impact mental health. Ability to work within a multidisciplinary team. Good organizing and time management skills. Excellent communication and interpersonal relations. Sensitivity to gender, racial, ethnic, sexuality and disability issues.

DUTIES

: Ensure the rendering of clinical psychology services to hospital facilities. Organise and implement events for mental health public awareness in line with I Hospital health promotion events calendar. Be part of multidisciplinary team. Participate in rendering outreach services to regional and district hospitals and PHC facilities. Participation in the development of psychological services in the region. Participation in academic activities. Participate in Quality improvement programmes in the Psychology Department and the hospital. Participate in ongoing professional development within the Department and hospital. Cooperate & communicate effectively with multi-professional members. Provide effective administration of clinical work.

ENQUIRIES APPLICATIONS

: Dr M Samjowan Tel No: (035) 907 7008
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.

FOR ATTENTION

: Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011

NOTE

: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must be available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

CLOSING DATE

: 04 August 2023

POST 25/104

: **PHARMACIST GRADE 1, 2 & 3 REF NO: RVH P 14 /2023 (X1 POST)**

SALARY

: Grade 1: R768 489 - R814 437 per annum
Grade 2: R830 751 – R880 521 per annum
Grade 3: R830 751 – R880 521 per annum

**CENTRE
REQUIREMENTS**

Other Benefits: 13th Cheque, 17% Rural Allowance, Home Owners Allowance (Employee Must Meet Prescribed Requirements), Medical Aid (Optional)
: Rietvlei Regional Hospital
: Senior Certificate/ Matric or Senior Certificate. Bachelor of Pharmacy {B. Pharm Degree} or equivalent qualification accredited by South African Pharmacy Council {SAPC} that allows registration with the SAPC as a pharmacist. Registration with the SAPC as Pharmacist. Current registration with the South African Pharmacy Council {SAPC 2023}. Current and previous experience endorsed and stamped by Human Resource {Employment History}. All the attachments/proof will be submitted by shortlisted candidates only. **Grade 1:** No experience required after registration as Pharmacist with South African Pharmacy Council in respect of Republic of South Africa qualified employees who performed community service in relevant profession as required in south Africa. Foreign qualification a one {1} year relevant experience after registration as Pharmacist with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required to perform community service as required in south Africa. **Grade 2:** Five {5} years post registration experience after registration as pharmacist with foreign qualified employees whom it is not required to perform community service as required in south Africa. **Grade 3:** Ten {10} years post registration as Pharmacist. Eleven (11) years relevant experience after registration as a Pharmacist with a recognised Foreign Health Service Professional Council in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skill, Training and Competencies Required: Management of staff. Pharmacy knowledge and procedures. Experience in receiving and dispatching of medicine. Good communication skills, leadership and decision making qualities. Management and Organizational skills.

DUTIES

: The provision of pharmaceutical care for patients at the hospital. evaluation of the patient medicine related needs by determining the indication, safety and effectiveness of the prescribed therapy. Dispensing of medicines or scheduled substance as prescribed according to hospital Standard Operating Procedures. Furnishing of information and advice to any person with regards to the safe and effective use of the medicine. Determining compliance of therapy and necessarily follow up to ensure the patients medicine-related needs are met. Comply with standard operating procedures and statutory regulations {GPP, GMP and PFMA}. Provide comprehensive patient counselling and liaise with clinicians to ensure best therapeutic outcomes. Monitor patient treatment adherence and appropriate use of chronic medicines. Stock control and handling and storage medicines. Consulting with medical officers to ensure compliance to standard treatment guidelines and EML. Providing in-service training, promoting the rational and safe use of medicines and monitoring availability to essential medicines. Supervising of pharmacists assistants and interns. Promote Public Health, Quality, Priorities and Batho Pele Principles. Ensure safekeeping of pharmacists. Perform all duties within the scope of practice of a pharmacist evaluate and manage staff performance and development within your area. Ensure that section 21 medicine procedures are adhere to by health professionals and schedule 5 and 6 registers are balanced and maintained. Comply with the performance management and development system contracting, quarterly reviews and final assessment

**ENQUIRIES
APPLICATIONS**

: Ms N Ntuzela at 064 754 9310
: Should be forwarded: To Assistant Director: HRM, Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686 or Hand Delivery: R56 Road, Rietvlei Location, 4686.

**FOR ATTENTION
NOTE**

: Assistant Director: HRM
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers

and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. "Note" (no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.

- CLOSING DATE** : 14 August 2023
- POST 25/105** : **ASSISTANT MANAGER NURSING (OBSTETRICS, GYNAE & PAEDIATRICS) REF NO: MS/23/2023**
- SALARY** : R683 838 per annum. Plus 13th Cheque Medical Aid Optional, Home owners /Housing Allowance (Employee must meet prescribed requirements) plus 12% rural allowance
- CENTRE REQUIREMENTS** : Mseleni District Hospital - (Kwa Zulu - Natal)
 : Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post basic Nursing qualification with at least one (1) year accredited with SANC in one of the specialty referred above. Minimum of ten (10) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least six (6) years referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining one (1) year post basic qualification in the relevant specialty. At least three (3) years of the period referred above must be appropriate/recognizable experience at management level. Proof of current registration with SANC as a Professional Nurse (2023) will be required from shortlisted candidates. NB: Proof of working experience endorsed by Human Resource, will be required from shortlisted candidates (service certificate) Recommendations: Nursing Administration, Computer Literacy, Driver's licence. The following knowledge, skills, training and competencies required: Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by nursing team. Work efficiently and amicably at a supervisory level with persons of diverse intellectual cultural racial or religious difference. Able to manage own work, time and that of junior colleague's to ensure proper nursing service in the unit. Demonstrate and in-depth understanding of nursing legislation and related legal and ethical nursing practice and how this impacts on service delivery. Report writing skills. Ability to investigate accidents. Good communication and negotiation skills.
- DUTIES** : Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/legal framework. Coordinate analysis and implementation of guidelines, norms, standards, and procedures and ensure translation into interventions and services to reach clearly defined targets. Monitor the implementation of maternal and child health programmes like MBFI, and EMTCT. NEPOC, KINC and ESMOE Support PHC clinics in maintenance of quality care in SRH including Obstetrics and Gynaecology services. Participate in perinatal meetings and monitor quality improvements derived from them thereafter. Co- ordinate maternal and child health programmes aimed at improving the life expectancy of women and children by liaising with the school health and WBOT teams. Participate in community health programmes like community war-room and Phila Mntwana and Phila Mama Centre. Provide effective and professional leadership in clinical governance to ensure clinical accountability and quality patient care. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including complex report writing as required. Display concern for patients, promote, advocate, and facilitate proper treatment and care, and ensure that the unit adheres to the principles of Batho Pele. Manage effectively the utilization and supervision of resources. Exercise control over discipline, grievance on all labour related issues. Ensure effective data management. Develop SOPs and protocols that will guide the activities of the unit.
- ENQUIRIES** : Mr. MX Ndlovu Tel No: (035) 5741004

- APPLICATIONS** : Assistant Director: The Human Resources, Mseleni Hospital, P.O Sibhayi, 3967. Hand delivered applications may be submitted at Human Resources office Mseleni Hospital
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (MS/13/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s)
- CLOSING DATE** : 11 August 2023
- POST 25/106** : **ASSISTANT DIRECTOR: DISPENSING OPTICIAN GRADE 1 (OSD) REF NO: MPEH/ADOL/14/2023**
Component: Optical Laboratory
- SALARY** : R639 744 per annum. Other Benefits: 13th cheque, Medical Aid (Optional) Homeowners Allowance (Employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : McCord Provincial Eye Hospital
Senior Certificate/Grade 12 Certificate, Degree/National Diploma in Optical Dispensing/Diploma in Optician/ Bachelor of Health Science in Optician as Recognized by SAQA. A minimum of three (3) years relevant experience. Valid driver's license and Computer literacy. Knowledge, Skills, Attributes And Abilities - communication, report writing, Self-discipline and ability to work under pressure with Minimum Supervision and take informed decisions independently. Knowledge of Optical statutes, Prescripts and other relevant public service legislations. Team building and supervisory skills. Be Prepared to travel to other Optical Satellites in the Province.
- DUTIES** : Ensure processing and dispensing of orders. Study Prescription carefully and decide on raw Material and processes to be used. Develop operational work plans. Prepare delivery schedules. Manage Stock control in the laboratory storeroom. Provide weekly and monthly stock statistics. Provide Packaging and storing of spectacles services. Oversee the satellite optical laboratories in the Province. Coordinate the functions of the satellite Optical Laboratories. Provide advice, guidance and input to policy. Ensure the effective, efficient and economical management of allocated resources of the Division. Manage the human resources and allocated assets. Ensure safe use of equipment and regular maintenance. Provide training, advice and guidance to staff. Manage EPMSD and manage potential risks and mitigation strategies.
- ENQUIRIES APPLICATIONS** : Dr.SR Naidoo Tel No: (031) 268 5701
Applications should be directed to: Human Resource Management Services, PO Box 37587, Overport, 4067 or Hand Delivered to: Human Resource Management Services, McCord Provincial Eye Hospital, 28 McCord Road, Sinikithemba Building, Overport, 4067
- FOR ATTENTION NOTE** : HR Department
Direction to candidates: The following documents must be submitted: Application for Employment form new (Z83) which is obtainable at any Government. Department or from website www.kznhealth.gov.za. To minimize the spread of COVID19 pandemic, applicants are requested not to certify their qualification as per the requirements of the post only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated in the column provided in the Z83, e.g. SAP2/2010 The appointments are subject to positive outcomes

obtained from the State Security Agency (SSA) to the following checks security clearance (Vetting), criminal clearance, credit records, citizenship), verification of educational Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department) People with disabilities should feel free to apply and African males are encouraged to apply Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.

- CLOSING DATE** : 07 August 2023
- POST 25/107** : **OPERATIONAL MANAGER PHC SPECIALTY REF NO: RVHUMZ OM 15/2023 (X1 POST)**
- SALARY** : R627 474 - R693 645 per annum. Other Benefits: 13th cheque, 12 % rural allowance, home owners allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Rietvlei Hospital – Umzimkhulu Clinic
 : Diploma / Degree in General Nursing and Midwifery PLUS 1 year post basic qualification in Primary Health Care as per R212 SANC Regulations. Current registration with SANC as a General Nurse, Midwife and Primary Health Care Nurse. A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. A valid driver's license. Knowledge, Skills and Competencies: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counseling skills, Financial and budgetary knowledge pertaining to the relevant resources under management ,Insight into procedures and policies pertaining to nursing care, Computer skills in basic programs.
- DUTIES** : To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, policies and procedures coupled with supervision and monitoring the implementation thereof. To provide a therapeutic environment to staff, patients and the public. To effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development. Coordinate optimal, holistic, specialized nursing care with set standards and within a professional / legal framework. Implementation and management of Infection Control and Prevention Protocols. Maintain accurate and complete patient records according to legal requirements. To participate in quality improvement programmes and Clinical Audits. Participate in staff, student and patient training. Monitor the implementation of EPMDS. Exercise control over discipline, grievance and labour relation issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit. Uphold the Batho Pele and Patients' Rights Principles. Implementation of programmes for prevention. Detection and treatment on non-communicable diseases and illnesses. Develop policies and protocols to improve triaging and resuscitation techniques. Monitor and improve emergency services rendered in the department.
- ENQUIRIES APPLICATIONS** : Ms N Ntuzela at 064 754 9310
 : Should be forwarded: To Assistant Director: HRM, Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686 or Hand Delivery: R56 Road, Rietvlei Location, 4686
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted.

Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful "Note"(no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted).All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.

- CLOSING DATE** : 14 August 2023
- POST 25/108** : **OPERATIONAL MANAGER NURSING (SPECIALTY) REF NO: SAP 17/2023**
- SALARY** : R627 474 – R654 960 per annum. Other Benefits: Rural Allowance, 13th Cheque, medical Aid must meet prescribed requirements)
- CENTRE** : St Apollinaris Hospital (Operating Theatre)
- REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification PLUS; Degree/ Diploma in General Nursing and Midwifery. One (1) year Post Basic Qualification in Operating Theatre. Current Registration certificate with SANC (2023) as a General Nurse and Midwifery. A minimum of 9 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least Five [5] years of the period referred above must be appropriate/ recognizable experience in Operating Theatre after obtaining the One (1) year Post Basic Qualification in Operating Theatre. Proof of current and previous experience endorsed by Human Resource Department (only when shortlisted). 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. Knowledge, Skills and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond patient's needs, requirements and expectations (Batho Pele). Demonstrate a basic understanding of HR and Financial Policies and Practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organize own work, time and that of support personnel to ensure proper nursing care in the unit.
- DUTIES** : Provide comprehensive, quality nursing care to patients in a Speciality unit in a cost effective and efficient manner. Assist in planning, organizing and monitoring of objectives of the specialized unit. Manage all resources within the unit effectively and efficiently to ensure optimal service delivery. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promotion and advocating proper treatment and care including awareness and willingness to respond to patient's 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 and Provincial professional prescripts in order to render safe patients service and improve client satisfaction. Participate in the analysis and formulation of nursing policies and procedures. Assist in EPMDS evaluation of staff within the unit and participate in monitoring the training need of staff. Ensure that equipment in the unit is adequate and is checked and functional. Work effectively and amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Monitor and evaluation the care and Management of all patients and ensure the maintenance of accurate and complete patient records.
- ENQUIRIES** : Should be directed to Ms D Duma Tel No: (039) 833 9001
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth .gov.za or to be

**FOR ATTENTION
NOTE**

Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.

: Human Resources Section
: 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 posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
04 August 2023

CLOSING DATE

POST 25/109

: **OPERATIONAL MANAGER NURSING (SPECIALTY) REF NO: SAP 18/2023
(X1 POST)**

SALARY

: R627 474 – R654 960 per annum. Other Benefits: Rural Allowance, 13th Cheque, medical Aid must meet prescribed requirements)

CENTRE

: St Apollinaris Hospital (Paediatric Ward)

REQUIREMENTS

: Senior Certificate (Grade 12) or equivalent qualification PLUS; Degree/ Diploma in General Nursing and Midwifery. One (1) year Post Basic Qualification in Child Nursing Science. Current Registration certificate with SANC (2023) as a General Nurse and Midwifery. A minimum of 9 years appropriate/ recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least Five [5] years of the period referred above must be appropriate/ recognizable experience in Child Nursing Science after obtaining the One (1) year Post Basic Qualification in Child Nursing Science. Proof of current and previous experience endorsed by Human Resource Department (only when shortlisted). 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. Knowledge, Skills and Competencies Required: Knowledge of SANC rules and regulations. Leadership, management, planning, organizing and co-ordination skills. Knowledge of legislation framework and departmental prescripts. Ability to formulate patients care related policies. Knowledge of provincial and national acts and policies. Sound knowledge of nursing care delivery approaches. Basic financial management skills. Knowledge of Human Resource Management. Ability to formulate vision, mission and objectives of the unit. Communication skills and decision making. Ability to provide mentoring and coaching to his/her supervise. Leadership and supervisory skills.

DUTIES

: Ensure adherence to prescribed nursing policies and procedures. Demonstrate an in depth understanding of legislations and related legal and ethical nursing practice and how this impacts on service delivery. Co-ordinate and monitor the implementation of nursing care plan and evaluation employees thereof. Implement and monitor staff performance in terms of EPMDS. Ensure that all quality and infection control initiative are adhered to i.e. OHSC/ideal hospital. Manage complaints and PSI within hospital. Utilizes a family centered approached in providing paediatric/ Child Nursing Science. Effective implementation of all child health initiative eg CHIPP/SAM MDT. Provide

		administrative services. Maintain a constructive relationship with nursing and other stakeholders. Promote quality of nursing care as directed by the professional scope of practice and standard as determined by the relevant health facility. Utilizes resources efficiently and effectively. Demonstrate a basic understanding of HR and financial policies and practices. Exercise control of discipline, grievances and any other Labour related issues in terms of laid down procedures. Manage quality data information system.
<u>ENQUIRIES</u>	:	should be directed to Ms NG Myeza Tel No: (039) 833 9001
<u>APPLICATION</u>	:	Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth .gov.za or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.
<u>FOR ATTENTION</u>	:	Human Resources Section
<u>NOTE</u>	:	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 posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.
<u>CLOSING DATE</u>	:	04 August 2023
<u>POST 25/110</u>	:	<u>CHIEF DISPENSING OPTICIAN –GRADE 1 REF NO: MPEH/DO/10/2023</u> Component: Optical laboratories
<u>SALARY</u>	:	R578 367 per annum. Other Benefits: 13th cheque, Medical Aid (Optional) Homeowners Allowance (Employee must meet prescribed requirements)
<u>CENTRE</u>	:	McCord Provincial Eye Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12 Certificate, National Diploma / Bachelor's Degree in Optical Dispensing /Diploma in Optician/Bachelor of Health Science in Optician as recognized by SAQA. Code 8 Drivers License. A minimum of 2 years relevant experience. Computer literacy and valid Driver's licence. Knowledge, Skills and Competencies Required: Sound knowledge and understanding of Health Professions Act, 1974 (Act No. 56 of 1974) Occupational Health and Safety Act. Good verbal and communication skills. Have interpersonal skills; Be patient and tactful Mechanical and technical aptitude; Finger dexterity and a steady hand; Good eye-hand coordination; Good eyesight.
<u>DUTIES</u>	:	Management of the Optical Laboratory within ethical guidelines according to DOH policies and guidelines. Supervision of staff and the management of the daily operations in optical lab. To supervise student training as required and to ensure that it complies with all ethical codes, guidelines, policies, as stipulated by the DOH. Ensure and maintain staff productivity rates. Ensure consistent, efficient turnaround time at all times. Liaising with suppliers regarding the ordering of equipment and consumables. Responsible for stock control in the laboratory and storeroom. Management of accounts including the laboratory and logistics. Management of the laboratory assets through regular updated asset lists Quality assurance and maintenance of best practices. To ensure all jobs are of the highest quality and comply with specifications before the job is

dispatched. Identify areas of improvement and to implement Quality Improvement Projects /Plans. To ensure daily, weekly and monthly reports are compiled and submitted timeously. To ensure an updated service is provided in the lab at all times. To keep abreast of the latest opticianry developments and ensure staff is adequately trained. Attendance at monthly meetings. Ensure the laboratory adheres to DOH policies and guidelines as well as to uphold highest possible dispensing standards. Ability to perform all dispensing procedures and duties effectively and efficiently. Ensure safe use of equipment and to ensure the regular maintenance of equipment is adhered to.

**ENQUIRIES
APPLICATIONS**

: Dr.SR Naidoo Tel No: (031) 268 570
 : All applicants should be forwarded to: The Acting Chief Executive Officer, McCord Provincial Eye Hospital, PO Box 37587, Overport, 4067

**FOR ATTENTION
NOTE**

: HR Department
 : Direction to candidates: The following documents must be submitted: Application for Employment form new (Z83) which is obtainable at any Government. Department or from website www.kznhealth.gov.za. To minimize the spread of COVID19 pandemic, applicants are requested not to certify their qualification as per the requirements of the post only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated in the column provided in the Z83, e.g. SAP2/2010 The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (Vetting), criminal clearance, credit records, citizenship), verification of educational Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department) People with disabilities should feel free to apply and African males are encouraged to apply Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.
 : 07 August 2023

CLOSING DATE

POST 25/111

CHIEF DIAGNOSTIC RADIOGRAPHER GRADE 1 REF NO: EMP25/2023

SALARY

: Grade 1: R520 785 – R578 367 per annum. 13th Cheque, Home Owners Allowance (employee must meet the prescribed requirements), Medical Aid (optional), 12% In-Hospitable allowance

**CENTRE
REQUIREMENTS**

: Queen Nandi Regional Hospital (Empangeni)
 : National Diploma in Radiographer / Bachelor's Degree in Technology, Certified copy of original registration with Health Professions Council of South Africa as a Radiographer, Current registration with the Health Professions Council of South Africa for 2023-2024 In the category Independent Practice, A minimum of three years' experience after registration with HPCSA as a Radiographer: Independent Practice. Recommendation: Added qualification in Ultrasound will be an added advantage (e.g. ultrasound courses/ degree accredited by HPCSA, HPCSA Approval letter for performing ultrasound examinations), Experience performing high risk Obstetric and anomaly scans, Paediatric scans as well as reporting on difficult pathology. Experience Required: A minimum of three years' experience after registration with HPCSA as a Radiographer: Independent Practice. Knowledge, Skills, Competencies Required: Excellent knowledge of high-risk obstetrics and gynecology, general, small parts, vascular, musculoskeletal scanning techniques, protocols and procedures. Basic knowledge of equipment use and trouble shooting. Sound report writing and administrative skills and computer literacy. Knowledge of relevant Health and Safety Acts and Infection Control measures. Good communication, interpersonal relations and problem-solving skills. Basic supervisory skills.

DUTIES

: Provide a high-quality ultrasound service in keeping with Woman and Child status of the hospital: Gynecological scans with complicated pathology, Pediatric and detailed Obstetric anomaly scans. Provide correct interpretation of all ultrasound scans. Compile comprehensive reports as required in the working environment. Willingness to participate in shift and standby duties including night, weekends and Public Holidays when the need arises. Manage Performance of Staff (EPMDS). Provide assistance, supervision and training

to junior staff and students. 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. Perform other duties as per delegation by radiography management.

**ENQUIRIES
APPLICATIONS**

: can be directed to: Ms D Moodley Tel No: (035) 907 7039
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital, Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.

**FOR ATTENTION
NOTE**

: Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 9077011
: Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae (CV). Information such as educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only. General information: Short-listed candidates must be available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.

CLOSING DATE

: 04 August 2023

POST 25/112

: **CLINICAL PROGRAMME COORDINATOR: PHC TRAINER REF NO: UMKH 16/2023 (X1 POST)**
Component: PHC Training

SALARY

: R497 193 per annum. Plus Other Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance (Employee Must Meet Prescribed Requirements) Rural Allowance (On Claim Basis)

**CENTRE
REQUIREMENTS**

: Umkhanyakude Health District Office
: Diploma / Degree in General Nursing and Midwifery. Current registration with the SANC as a Professional Nurse. A minimum of 7 years appropriate or recognizable experience in nursing after registration as a professional Nurse with the SANC in General Nursing. A valid code B driving license. Recommendation One year post basic qualification in curative skills in PHC At least have experience in Primary health Care Training. NB: all shortlisted candidates will be required to submit the proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service and service record) prior the date of the interview. Knowledge, Skills, Training And Competences Required: Presentation Skills, Report writing abilities, Financial management skills, Empathy and counseling skills, Strong interpersonal, communication and presentation skills, Project management skills, Ability to make independent decisions, An understanding of the

		challenges facing the public health sector, Ability to translate transformation objectives into practical plans, Ability to prioritize issues and other related matters and to comply with time frames, Computer literacy with a proficiency in MS Office Software applications.
<u>DUTIES</u>	:	Coordinate the audit of clinical skills and the development of training plans for all clinical trainings in the district. Identify network with NGO's, Educational Departments and Municipal Health Bodies to assist in the request for quality care in the district. Arrange in conjunction with the Human Resource Development Unit for delegates to attend training courses. Monitoring and evaluating the training activities and measuring the outcomes of the district are training initiatives. Development and review of training curriculum aligned with changes in service delivery policies and feedback from the monitoring and evaluation component. Manage all resources allocated to the unit.
<u>ENQUIRIES</u>	:	Mr. B.P Fakude Tel No: (035) 572 1328/90
<u>APPLICATIONS</u>	:	Applications must be forwarded to Manager District Health office Umkhanyakude Health District Office, P/ Bag X026, Jozini, 3969. NB: There is challenge with Post Office applicants are encouraged/advised to use alternative ways to deliver their applications.
<u>FOR ATTENTION</u>	:	Mr. B.K Mpupa
<u>NOTE</u>	:	Directions to the candidates: The following documents must be submitted: The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of highest educational qualifications – not copies of certified copies, Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a certified copy of driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. The reference number must be indicated in the column provided on the form Z.83 e.g. reference number UMKH 15/2023. NB: Failure to comply with above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from the NIA to the following checks: (security checks, credit records, qualification, citizenship and previous experience verifications). Please note that due to the large number of applications anticipated, applicants will not be acknowledged, however, they will be advised of the outcome of their applications, in due course. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department). NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews.
<u>CLOSING DATE</u>	:	04 August 2023
<u>POST 25/113</u>	:	<u>CLINICAL PROGRAMME COORDINATOR (INFECTION PREVENTION CONTROL) REF NO: EDU 22/2023</u> Component: Monitoring and Evaluation
<u>SALARY</u>	:	R497 193 - R559 686 per annum. Other Benefits: Medical Aid (Optional), Housing Allowance - Employee must meet prescribed requirements, 13th Cheque, and 12% rural allowance.
<u>CENTRE</u>	:	Edumbe Community Health Centre
<u>REQUIREMENTS</u>	:	Diploma / Degree in General Nursing Registration Certificate with SANC as a Professional nurse. A minimum of 7 years appropriate / recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing. Current SANC receipt. Valid driver's license. Certificate of service from current and previous employers stamped and signed by the Human Resource Department will be required when shortlisted on or before the interview. Recommendations: Computer literacy Knowledge, Skills, Training and Competencies Required: Ability to make independent decisions, problem solving and conflict resolution. 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. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Strong interpersonal communication and presentation skills. Leadership, Organization, Problem solving and decision-making skills. Presentation skills.

- DUTIES** : Develop and implement an Infection Prevention and Control Plan for the institution. Identify Infection control risks and make recommendations on mitigations thereof. Ensure that all Departments comply with the IPC Framework, Guidelines and Protocols. Identify standard operating procedures to be formulated in relation to Provincial Guidelines. Identify outbreak of Infection, initiate investigation and control measures in collaboration with the IPC Committee. Provide effective and efficient Infection Prevention and Control Services in the institution. Conduct IPC Surveillance and report on the incidence and prevalence of alert organisms and communicable diseases to the District CDC. Serve as a clinical governance champion in the facility, ensuring effective clinical risk management system. Identify and report all Hospital Acquired Infections. Visit the departments within the institution to identify infection prevention and control risks. Ensure strong relationship with District IPC and CDC teams as well as Laboratory Services. Ensure that Infection Prevention and Control as well as Antibiotic Stewardship committees are in place and functional. Promote infection prevention culture within the institution by conducting relevant workshops, audits, meetings and awareness. Provide advice on various aspects of infection prevention and control, relevant policies to management. Visit the departments within the institution to identify infection prevention and control risks. Ensure strong relationship with District IPC and CDC teams as well as Laboratory Services. Ensure that Infection Prevention and Control as well as Antibiotic Stewardship committees are in place and functional. Provide advice and training to all categories of staff.
- ENQUIRIES** : Ms MZP Mdhuli Tel No: (034) 995 8500 EXT 8572
- APPLICATIONS** : All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, Private Bag X322, Paulpietersburg, 3180 or be hand delivered at 463 eDumbe Main Street Location , Paulpietersburg, 3180, HR office No: 46
- NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The reference number must be indicated in the column provided on the Z83 e.g. Ref EDU 23/2013. The post applied for must also be indicated clearly in the relevant section on the application form. People with disability should feel free to apply. Please note that due to large number of applications received, applications will not be acknowledged however only the shortlisted applicants will be advised with the outcome. Please note that no S&T will be paid to candidates that are invited for interviews. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) of the following: Security Clearance (Vetting), Criminal clearance, credit records, citizenship), and verification of Educational Qualifications by SAQA (Department of Health is an equal opportunity, affirmative action employer, whose aim is to promote representation in all occupational categories in the department). The post will be filled in terms of the Employment Equity Target. 04 August 2023
- CLOSING DATE** : 04 August 2023
- POST 25/114** : **CLINICAL NURSE PRACTITIONER REF NO: RVHSZ 16/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE** : Rietvlei Hospital Sihleza Clinic
- REQUIREMENTS** : Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in

nursing after registration as Professional nurse with SANC in general nursing. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Skills: Knowledge of nursing care and processes and procedures, Basic knowledge of Public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness.

DUTIES : To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports, intervention and keeping a good valid record on all client interventions. Ensuring proper utilization of Human, Material and Financial resources and keeping up to date records of resources.

ENQUIRIES APPLICATIONS : Ms N Ntuzela at 064 754 9310
: should be forwarded: To Assistant Director: HRM, Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686 or Hand Delivery: Hand Delivery: R56 Road, Rietvlei Location, 4686.

FOR ATTENTION NOTE : Assistant Director: HRM
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful "Note"(no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.

CLOSING DATE : 14 August 2023

POST 25/115 : **CLINICAL NURSE PRACTITIONER GRADE 1/2 REF NO: PHO 19/2023**

SALARY : Grade 1: R431 265 –R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other Benefits: 13th Cheque, Inhospitable Area Allowance of 8%, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)

CENTRE REQUIREMENTS : Pholela Community Health Centre (Out-Patient Department)
: Senior certificate (grade 12) or equivalent qualification plus Degree/ Diploma in General Nursing or equivalent qualification that allows for registration with the SANC as a Professional Nurse plus; A post basic Nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (Primary Health Care) with duration of 01(one) year, accredited with South African Nursing Council. Current SANC receipt-2023. **Grade 1:** A minimum of four (4)

years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. **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 in Primary Health Care specialty after obtaining the one year post basic qualification in Primary health Care, Proof of previous and current experience will be requested on the only shortlisted candidates to bring during the interview process. Knowledge, Skills and Competencies: Knowledge of Nursing Legislation and related legal and ethical nursing practices e.g. Nursing Act, Health Act, Patient Rights Charter, Batho Pele Principles etc. Knowledge of SANC rules and regulations. Good communication, Leadership, Interpersonal and Problem solving skills. Basic understanding and knowledge of HR and Financial policies. Decision-making and problem solving skills. Skills in organizing, planning and supervising. Sound knowledge of scope of practice. Provision of quality comprehensive community health care. Demonstrate effective communication with patients, supervisor and other clinicians, including report writing. Provision of administrative, educational and clinical services. Assist the Operational Manager with overall management and necessary support for effective functioning of the chronic clinic. Conduct health education to the community. Work as part of multidisciplinary team to ensure good Nursing Care. Implement and advocate for preventive, promotive, curative and rehabilitative health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Refer patients promptly according to the set guidelines, protocols and policies. Participate in Employee Performance Management and Development System (EPMDS). Assist in data management.

DUTIES

:

**ENQUIRIES
APPLICATIONS**

:

NOTE

:

CLOSING DATE

:

Mrs. TF Nzimande Tel No: (039) 832 9491
 Direct your application quoting the relevant reference number to: The Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer, 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.
 The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za/Comprehensive CV (with detailed experience).Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications will be requested bring evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders will be required to bring the proof during interview process. The appointments are subjected to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity in all level of all occupational categories in the department. People with disabilities are encouraged to apply.
 04 August 2023

<u>POST 25/116</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1/2 REF NO: PHO 19/2023</u>
<u>SALARY</u>	:	Grade 1: R431 265 –R497 193 per annum Grade 2: R528 696 – R645 720 per annum Other Benefits: 13th Cheque, Inhospitable Area Allowance of 8%, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Pholela Community Health Centre (Maternity Ward) Senior certificate (grade 12) or equivalent qualification plus Degree/ Diploma in General Nursing or equivalent qualification that allows for registration with the SANC as a Professional Nurse plus; A post basic Nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (Primary Health Care) with duration of 01(one) year, accredited with South African Nursing Council. Current SANC receipt-2023. Grade 1: A minimum of four (4) years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. 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 in Primary Health Care specialty after obtaining the one year post basic qualification in Primary health Care, Proof of previous and current experience will be requested on the only shortlisted candidates to bring during the interview process. Knowledge, Skills and Competencies: Knowledge of Nursing Legislation and related legal and ethical nursing practices e.g. Nursing Act, Health Act, Patient Rights Charter, Batho Pele Principles etc. Knowledge of SANC rules and regulations. Good communication, Leadership, Interpersonal and Problem-solving skills. Basic understanding and knowledge of HR and Financial policies. Decision-making and problem-solving skills. Skills in organizing, planning and supervising. Sound knowledge of scope of practice.
<u>DUTIES</u>	:	Provision of quality comprehensive community health care. Demonstrate effective communication with patients, supervisor and other clinicians, including report writing. Provision of administrative, educational and clinical services. Assist the Operational Manager with overall management and necessary support for effective functioning of the clinic. Conduct health education to the community. Work as part of multidisciplinary team to ensure good Nursing Care. Implement and advocate for preventive, promotive, curative and rehabilitative health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Refer patients promptly according to the set guidelines, protocols and policies. Participate in Employee Performance Management and Development System (EPMDS). Assist in data management. Monitor and evaluate the care and management of patients. Ensure the implementation of antenatal and postnatal policy including PMTCT. Implement campaign accelerated reduction of maternal mortality.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs. TF Nzimande Tel No: (039) 832 9491 Direct your application quoting the relevant reference number to: The Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer, 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.
<u>NOTE</u>	:	The following documents must be submitted: An Application for Employment form (Z83) <u>NEW</u> form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za . <u>Comprehensive</u> CV (with detailed experience). Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022. Failure to comply with the above instructions will lead to disqualification of applicants. Please note that due to large number of applications we anticipate receiving, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications will be requested bring evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit

holders will be required to bring the proof during the interview process. The appointments are subjected to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity in all level of all occupational categories in the department. People with disabilities are encouraged to apply.

- CLOSING DATE** : 04 August 2023
- POST 25/117** : **CLINICAL NURSE PRACTITIONER REF NO: RVHSNS CNP 17/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645720 per annum
Other Benefits: 13th cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)
- CENTRE REQUIREMENTS** : Rietvlei Hospital: Singisi Clinic
: Senior Certificate. Degree / Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Care Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/ recognizable experience in nursing after registration as Professional nurse with SANC in general nursing. **Grade 2:** Experience: A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in general nursing, of which at least 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Skills: Knowledge of nursing care and processes and procedures, Basic knowledge of public service regulations, Disciplinary code, human resource policies, hospital generic and specific policies. Leadership, supervisory and good communication skills, Team building and cross cultural awareness.
- DUTIES** : To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. To execute duties and functions with proficiency and perform duties according to the scope of practice. Ensuring supervision and provision of basic needs of patients viz. oxygen supply, nutrition, elimination, fluid and electrolyte balance and a safe and therapeutic environment. Implement infection control standards and practices to improve quality nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in-service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Ensuring clinical interventions to the clients including giving of prescribed medications and doing ongoing observation to patients. Supervision of patient reports, intervention and keeping a good valid record on all client interventions. Ensuring proper utilization of Human, Material and Financial resources and keeping up to date.
- ENQUIRIES APPLICATIONS** : Ms N Ntuzela at 064 754 9310
: should be forwarded: To Assistant Director: HRM, Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686 or Hand Delivery: R56 Road, Rietvlei Location, 4686.
- FOR ATTENTION NOTE** : Assistant Director: HRM
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers

and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. "Note" (no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.

- CLOSING DATE** : 14 August 2023
- POST 25/118** : **CHIEF ARTISAN REF NO: RVH CA 18/2023 (X1 POST)**
- SALARY** : R434 787 – R494 619 per annum. Other Benefits: 13th cheque, Home owners allowance (employee must meet prescribed requirements) and Medical Aid (Optional)
- CENTRE REQUIREMENTS** : Rietvlei Hospital: Systems
: Senior Certificate (Grade 12). N3 equivalent certificates in appropriate trade test Certificates in terms of section 13{2} {h} of the Manpower Act 1981 as amended. Valid driver's license. Ten years qualification experience required as an Artisan / Artisan Forman. Project Management, Technical design and analysis knowledge, Computer literacy. Knowledge, Skills and Competencies: Sound Knowledge of the Occupational Health and safety Act 85 of 1983. Public Finance Management Act with Treasury Regulations and Practice Notes. Good communication skills and negotiation and planning. Technical and practical skills and experience of the trade. Good knowledge of the Hospital plant and machinery, equipment, air condition, as well as gas application and gas equipment. Good knowledge of technical design and analysis. Creativity and analytical thinking, problem solving and decision making. Sound knowledge of management and team building. Computer Literacy: MS Office software Package and Presentation skills.
- DUTIES** : Manage technical services and supporting in conjunction with technicians. Manage Artisan and associates in the field, Workshop and technical office activities. Manage human resource effectively and promote sound labour relations. Ensure promotion of safety in line with statutory and regulatory requirements {in accordance with OH& S Act 85/1993} and ensure quality assurance in line with specifications. Provide inputs into existing technical manuals, standards drawings and procedures to incorporate new technology ensuring quality assurance in line with specification. Provide inputs into existing technical manuals, standards drawings and procedures to incorporate new technology ensuring quality assurance in line with specification. Provide and consolidate inputs to the technical operational plan, update registers and manage artisans and related personnel assets. Control and monitor expenditure according to budget to ensure efficient cash flow management. Manage surbonites key performance areas by setting and monitoring performance standards and taking action to correct deviations in order to achieve hospital objectives. Maintain and advance expertise: Continuous individuals development to keep up with new technologies and procedures. Ensure compilation for annual minor and Major Projects plan and ensure implementation of projects as per plans. Compile monthly Maintenance project progress report and present to relevant meetings. Liaise with relevant bodies / council on technical / engineering- related issues.
- ENQUIRIES APPLICATIONS** : Ms N Ntuzela at 064 754 9310
: Should Be Forwarded: To Assistant Director: HRM, Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686 or Hand Delivery: R56 Road, Rietvlei Location, 4686.
- FOR ATTENTION NOTE** : Assistant Director: HRM
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting),

criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. "Note"(no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due To Financial Constraints, No S&T Will Be Paid To Candidates When Attending The Interviews

- CLOSING DATE** : 14 August 2023
- POST 25/119** : **PROFESSIONAL NURSE GRADE 1/ 2 (SPECIALTY STREAM) REF NO: PMMH/PN/PAED/01/2023 (X2 POSTS)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other Benefits: Home owner Allowance (conditions apply) 13th Cheque Medical Aid (Optional) In-hospital Area Allowance (8% of Basic Salary)
- REQUIREMENTS** : Professional Nurse Grade 1/ 2 (Specialty Stream) Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse. A post basic qualification in 'Paediatric Nursing Science /Child Nursing Science, with duration of at least 1 year, accredited with the SANC Certificates of Registration with the SANC (General Nursing and relevant post basic qualification). Current registration with the SANC (2023). Experience: **Grade 1:** a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** a minimum of 14 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognizable experience in the specific specialty (i.e. Paediatric Nursing Science /Child Nursing Science) after obtaining the 1- year post-basic qualification in the relevant specialty. Knowledge, Skills Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multidisciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and Advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele) Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organize own work, time and that of support personnel to Ensure proper nursing care in the unit. Knowledge of IMAM, ETAT, PMTCT, EPI and CHIPP guidelines.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and Work as part of a multi-disciplinary team to ensure good nursing care that is cost Effective, equitable and efficient. Strengthen ethics and professionalism. Provide a therapeutic environment for patient's staff and public. Advocate for quality care of patients. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned by supervisor. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.
- ENQUIRIES** : Ms N.P Ngaleka Tel No: (031) 907 8133
- APPLICATIONS** : Applications to be forwarded to: The Human Resource Manager or Hand deliver to A-Block 1st Floor white application box. Prince Mshiyeni Memorial Hospital Private Bag X07, Moberi, 4060
- FOR ATTENTION** : MR. M.F Mlambo

<u>NOTE</u>	: Directions To Candidates: The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) ONLY. Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources The official Z83 form 'Application for employment' (the new amended version of the Z83 form effectively from 01/01/2021 must be used only; the old Z83 form will be rejected, if used). The amended Z83 application for employment form is obtainable at any Government Department OR downloaded from the website – www.kznhealth.gov.za or www.dpsa.gov.za-vacancies . The 'Reference Number' and 'Position' for which are applying (as stated in the advert) must be clearly indicated in the columns provided on the form Z83 e.g. Reference number PMMH/PN/PAED/01/2023. No Registered Mail and Faxed Applications Will Be Considered. All employees in the Public Service that are presently on the same salary scale, but on a notch/ package above as that of the advertised post are free to apply. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience verifications). The successful candidate would be required to sign a performance agreement within three months of appointment. Please note that due to the high number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, consider your application as unsuccessful, please. Persons with disabilities from all designated race groups, African Male, Coloured Male, Indian Male/Female and White Male/Female are encouraged to apply for the post. Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. The Department reserves the right not to fill the post/s. Failure to comply with the above instructions will disqualify applicants. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.)
<u>CLOSING DATE</u>	: 04 August 2023
<u>POST 25/120</u>	: <u>CLINICAL NURSE PRACTITIONER – MAQUMBI CLINIC REF NO: UMP 28/2023 (X2 POSTS)</u>
<u>SALARY</u>	: Grade 1: R431 265 – R497 193 per annum Grade2: R528 696 – R645 720 per annum
<u>CENTRE REQUIREMENTS</u>	: Umphumulo Hospital Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), accredited with the South African Nursing Council. Current (2023) council receipt (if shortlisted) Grade 1: A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. Grade 2: A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in primary health care after obtaining the post basic qualification of Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Proof of current and previous experience endorsed by the HR department – (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.
<u>DUTIES</u>	: Provide quality comprehensive primary health care by promoting preventative, curative and rehabilitative services for the clients and community. Provide holistic nursing care to patients in a specialty unit in a cost effective, efficient and equitable manner. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Promote scientific quality nursing care by functioning as a therapeutical team co-ordinating between hospital and community and preventing medico legal hazards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and

facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Encourage research by assisting in regional and departmental projects, always making sure that the community needs are taken into account. Be involved in community meetings and committees. Clinical teaching, training and continuous evaluation of students. Teach patients on a one to one basis. Provide health education of patients, public and staff. Assist patients and families to develop a sense of self care. Conduct individual consultation sessions. Evaluate and follow up patients during clinic visits. Maintain accreditation standards by ensuring compliance with National Norms and Standards (NCS). Order medication as necessary and ensure proper control. Participate in the formulation, analysis, implementation and monitoring of clinic objectives, policies and procedures. Ensure compliance with Infection Prevention and Control as well as Occupational Health and Safety. Provide safe and therapeutic environment for patients, staff and public. Ensure proper utilization of resources and exercise care over government property. Offer managerial services in the absence of the Operational Manager.

- ENQUIRIES** : Ms. G. F. Madi Tel No: (032) 4814199
- APPLICATIONS** : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.
- FOR ATTENTION** : Mr S. M. Naidoo
- NOTE** : Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 25 August 2023
- POST 25/121** : **PROFESSIONAL NURSE SPECIALTY (ICU- UNIT) GRADE 1 & 2: REF NO: DPKISMH 38/2023 (X1 POST)**
Component: ICU Department
- SALARY** : Grade 1: R431 265 - R497 193 per annum
Grade 2: R528 696 - R645 720 per annum
Other Benefits: 13th cheque, Housing Allowance (employees must meet the prescribed requirement), Medical Aid (Optional).
- CENTRE** : Dr Pixley Ka Isaka Seme Memorial Hospital
- REQUIREMENTS** : **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nurse plus one year post basic qualification in Critical Care Nursing and basic midwifery.
Grade 2: A minimum of 14 years Appropriate/Recognizable experience in Nursing after registration as professional nurse with SANC in general nursing of which 10 years must be appropriate/recognizable experience in the specialty after obtaining the one-year post basic qualification in Critical Care Nursing and basic midwifery. Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing. Registration with S.A.N.C. as a General Nurse and Specialty Nurse. One-year Post Basic registration Degree/Diploma in Critical Care Nursing Plus 4 years appropriate / recognizable registration experience as a General Nurse. Proof of current registration with SANC. Certificate of service endorsed by Human Resource Department must be

<u>DUTIES</u>	:	produced on or before the day of the interview. Knowledge, Skills, Training and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal framework. Good communication skills-verbal and written. Coordination and liaison skills. Problem solving skills. Assist in planning/organizing and monitoring of objectives of the specialized unit. Provide a therapeutic environment for staff, patients and public. Provide comprehensive, quality nursing care. Provide direct and indirect supervision of all Nursing Staff/Housekeeping staff and to give them guidance and ensure continuity of patient care on all level. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Assist with Allocation/change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty. To assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building. Effective and efficient management of all resources. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant specialty.
<u>ENQUIRIES</u>	:	Ms. S.C. Nduli Tel No: (031) 530 1428
<u>APPLICATIONS</u>	:	To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed To: pixley.recruitment@kznhealth.gov.za
<u>FOR ATTENTION</u>	:	Deputy Director: HRM
<u>NOTE</u>	:	The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website- www.kznhealth.gov.za . No attachments on application, only Z83 and CV. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form <u>Z83</u> e.g. DPKISMH 18/2023. NB: Failure to comply with the above instruction will disqualify applicants. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.
<u>CLOSING DATE</u>	:	04 August 2023.
<u>POST 25/122</u>	:	<u>PROFESSIONAL NURSE GRADE 1/ 2 (SPECIALTY STREAM) REF NO: PMMH/PN/PAED/01/2023 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R431 265 – R497 193 per annum Grade.2: R528 696 – R645 720 per annum Other Benefits Home owner allowance (conditions apply) 13 th Cheque Medical Aid (Optional) In-hospital Area Allowance (8% of Basic Salary)
<u>CENTRE REQUIREMENTS</u>	:	Prince Mshiyeni Memorial Hospital Professional Nurse Grade 1/ 2 (Specialty Stream) Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse. A post basic qualification in 'Paediatric Nursing Science /Child Nursing Science, with duration of at least 1 year, accredited with the SANC Certificates of Registration with the SANC (General Nursing and relevant post basic qualification). Current registration with the SANC (2023). Experience: Grade 1: a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: a minimum of 14 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognizable experience in the specific specialty (i.e. Paediatric Nursing Science /Child Nursing Science)

after obtaining the 1- year post-basic qualification in the relevant specialty. Knowledge, Skills Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multidisciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele) Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organize own work, time and that of support personnel to Ensure proper nursing care in the unit. Knowledge of IMAM, ETAT, PMTCT, EPI and CHIPP guidelines.

DUTIES

: Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and Work as part of a multi-disciplinary team to ensure good nursing care that is cost Effective, equitable and efficient. Strengthen ethics and professionalism. Provide a therapeutic environment for patient's staff and public. Advocate for quality care of patients. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned by supervisor. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES

: Ms N.P Ngaleka Tel No: (031) 907 8133

APPLICATIONS

: Applications to be forwarded to: The Human Resource Manager or Hand deliver to A-Block 1st Floor white application box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Moberi, 4060

**FOR ATTENTION
NOTE**

: Mr. M.F Mlambo
: Directions to candidates: The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) ONLY. Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources The official Z83 form 'Application for employment' (the new amended version of the Z83 form effectively from 01/01/2021 must be used only; the old Z83 form will be rejected, if used). The amended Z83 application for employment form is obtainable at any Government Department OR downloaded from the website – www.kznhealth.gov.za or www.dpsa.gov.za-vacansies. The 'Reference Number' and 'Position' for which are applying (as stated in the advert) must be clearly indicated in the columns provided on the form Z83 e.g. Reference number PMMH/PN/PAED/01/2023. No Registered Mail and Faxed Applications Will Be Considered. All employees in the Public Service that are presently on the same salary scale, but on a notch/ package above as that of the advertised post are free to apply. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience verifications). The successful candidate would be required to sign a performance agreement within three months of appointment. Please note that due to the high number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, consider your application as unsuccessful, please. Persons with disabilities from all designated race groups, African Male, Coloured Male, Indian Male/Female and White Male/Female are encouraged to apply for the post. Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. The Department reserves the right not to fill the post/s. Failure to comply with the above instructions will disqualify applicants. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.)

CLOSING DATE

: 04 August 2023

<u>POST 25/123</u>	:	<u>CLINICAL NURSE PRACTITIONER – OTIMATI CLINIC REF NO: UMP 29/2023</u>
<u>SALARY</u>	:	Grade 1: R431 265 – R497 193 per annum Grade2: R528 696 – R645 720 per annum
<u>CENTRE REQUIREMENTS</u>	:	Umphumulo Hospital Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), accredited with the South African Nursing Council. Current (2023) council receipt (if shortlisted). Grade 1: A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. Grade 2: A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in primary health care after obtaining the post basic qualification of Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Proof of current and previous experience endorsed by the HR department – (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.
<u>DUTIES</u>	:	Provide quality comprehensive primary health care by promoting preventative, curative and rehabilitative services for the clients and community. Provide holistic nursing care to patients in a specialty unit in a cost effective, efficient and equitable manner. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Promote scientific quality nursing care by functioning as a therapeutical team co-ordinating between hospital and community and preventing medico legal hazards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Encourage research by assisting in regional and departmental projects, always making sure that the community needs are taken into account. Be involved in community meetings and committees. Clinical teaching, training and continuous evaluation of students. Teach patients on a one to one basis. Provide health education of patients, public and staff. Assist patients and families to develop a sense of self care. Conduct individual consultation sessions. Evaluate and follow up patients during clinic visits. Maintain accreditation standards by ensuring compliance with National Norms and Standards (NCS). Order medication as necessary and ensure proper control. Participate in the formulation, analysis, implementation and monitoring of clinic objectives, policies and procedures. Ensure compliance with Infection Prevention and Control as well as Occupational Health and Safety. Provide safe and therapeutic environment for patients, staff and public. Ensure proper utilization of resources and exercise care over government property. Offer managerial services in the absence of the Operational Manager.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. G. F. Madi Tel No: (032) 4814199 Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.
<u>FOR ATTENTION NOTE</u>	:	Mr S. M. Naidoo Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity,

affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 25 August 2023
- POST 25/124** : **CLINICAL NURSE PRACTITIONER – ISITHUNDU CLINIC REF NO: UMP 30/2023**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade2: R528 696 – R645 720 per annum
- CENTRE** : Umphumulo Hospital
- REQUIREMENTS** : Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), accredited with the South African Nursing Council. Current (2023) council receipt (if shortlisted). **Grade 1:** A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in primary health care after obtaining the post basic qualification of Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Proof of current and previous experience endorsed by the HR department – (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.
- DUTIES** : Provide quality comprehensive primary health care by promoting preventative, curative and rehabilitative services for the clients and community. Provide holistic nursing care to patients in a specialty unit in a cost effective, efficient and equitable manner. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Promote scientific quality nursing care by functioning as a therapeutical team co-ordinating between hospital and community and preventing medico legal hazards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Encourage research by assisting in regional and departmental projects, always making sure that the community needs are taken into account. Be involved in community meetings and committees. Clinical teaching, training and continuous evaluation of students. Teach patients on a one to one basis. Provide health education of patients, public and staff. Assist patients and families to develop a sense of self care. Conduct individual consultation sessions. Evaluate and follow up patients during clinic visits. Maintain accreditation standards by ensuring compliance with National Norms and Standards (NCS). Order medication as necessary and ensure proper control. Participate in the formulation, analysis, implementation and monitoring of clinic objectives, policies and procedures. Ensure compliance with Infection Prevention and Control as well as Occupational Health and Safety. Provide safe and therapeutic environment for patients, staff and public. Ensure proper utilization of resources and exercise care over government property. Offer managerial services in the absence of the Operational Manager.
- ENQUIRIES** : Ms. G. F. Madi Tel No: (032) 4814199
- APPLICATIONS** : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.

**FOR ATTENTION
NOTE**

: Mr S. M. Naidoo
: Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE

: 25 August 2023

POST 25/125

: **CLINICAL NURSE PRACTITIONER – MBHEKAPHANSI CLINIC REF NO: UMP 31/2023 (X2 POSTS)**

SALARY

: Grade 1: R431 265 – R497 193 per annum
Grade2: R528 696 – R645 720 per annum

**CENTRE
REQUIREMENTS**

: Umphumulo Hospital
: A Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), accredited with the South African Nursing Council. Current (2023) council receipt (if shortlisted). **Grade 1:** A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in primary health care after obtaining the post basic qualification of Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Proof of current and previous experience endorsed by the HR department – (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.

DUTIES

: Provide quality comprehensive primary health care by promoting preventative, curative and rehabilitative services for the clients and community. Provide holistic nursing care to patients in a specialty unit in a cost effective, efficient and equitable manner. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Promote scientific quality nursing care by functioning as a therapeutic team co-ordinating between hospital and community and preventing medico legal hazards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Encourage research by assisting in regional and departmental projects, always making sure that the community needs are taken into account. Be involved in community meetings and committees. Clinical teaching, training and continuous evaluation of students. Teach patients on a one to one basis. Provide health education of patients, public and staff. Assist patients and families to develop a sense of self care. Conduct individual consultation sessions. Evaluate and follow up patients during clinic visits. Maintain accreditation standards by ensuring compliance with National

Norms and Standards (NCS). Order medication as necessary and ensure proper control. Participate in the formulation, analysis, implementation and monitoring of clinic objectives, policies and procedures. Ensure compliance with Infection Prevention and Control as well as Occupational Health and Safety. Provide safe and therapeutic environment for patients, staff and public. Ensure proper utilization of resources and exercise care over government property. Offer managerial services in the absence of the Operational Manager.

- ENQUIRIES** : Ms. G. F. Madi Tel No: (032) 4814199
- APPLICATIONS** : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.
- FOR ATTENTION** : Mr S. M. Naidoo
- NOTE** : Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 25 August 2023
- POST 25/126** : **CLINICAL NURSE PRACTITIONER – GATEWAY CLINIC REF NO: UMP 32/2023**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
- CENTRE** : Umphumulo Hospital
- REQUIREMENTS** : Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), accredited with the South African Nursing Council. Current (2023) council receipt (if shortlisted) **Grade 1:** A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in primary health care after obtaining the post basic qualification of Clinical Nursing Science, Health Assessment, Treatment and Care (PHC), Proof of current and previous experience endorsed by the HR department – (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.
- DUTIES** : Provide quality comprehensive primary health care by promoting preventative, curative and rehabilitative services for the clients and community. Provide holistic nursing care to patients in a specialty unit in a cost effective, efficient and equitable manner. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Promote scientific quality nursing care by functioning as a therapeutic team co-ordinating between hospital and

community and preventing medico legal hazards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Encourage research by assisting in regional and departmental projects, always making sure that the community needs are taken into account. Be involved in community meetings and committees. Clinical teaching, training and continuous evaluation of students. Teach patients on a one to one basis. Provide health education of patients, public and staff. Assist patients and families to develop a sense of self care. Conduct individual consultation sessions. Evaluate and follow up patients during clinic visits. Maintain accreditation standards by ensuring compliance with National Norms and Standards (NCS). Order medication as necessary and ensure proper control. Participate in the formulation, analysis, implementation and monitoring of clinic objectives, policies and procedures. Ensure compliance with Infection Prevention and Control as well as Occupational Health and Safety. Provide safe and therapeutic environment for patients, staff and public. Ensure proper utilization of resources and exercise care over government property. Offer managerial services in the absence of the Operational Manager.

**ENQUIRIES
APPLICATIONS**

: Ms. G. F. Madi Tel No: (032) 4814199
 : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.

**FOR ATTENTION
NOTE**

: Mr S. M. Naidoo
 : Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE

: 25 August 2023

POST 25/127

: **PROFESSIONAL NURSE (SPECIALTY) ADVANCED MIDWIFE AND NEONATAL REF NO: EDU 20/2023 (X3 POSTS)**
 Component: Nursing

SALARY

: R431 265 – R497 193.per annum
 R528 696 - R645 720.per annum
 Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

**CENTRE
REQUIREMENTS**

: Edumbe Community Health Centre
 : Degree/Diploma qualification that allows registration to General Nursing & Midwifery. Post basic relevant nursing qualification with duration of at least 1 year (Diploma in Advanced Midwifery & Neonatal Nursing Science). Registration certificate with SANC. Current SANC receipt. **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and Midwifery. **Grade 2:** At least 14 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in Nat Dip in Advanced Midwifery & Neonatal Nursing Science. Certificate of service from current and previous employers stamped and signed

by the Human Resource Department will be required when shortlisted on or before the interview. Knowledge, Skills, Competencies Required: Knowledge of Public Service Acts, regulations and policies. Knowledge of SANC rules and regulations. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Knowledge of Code of conduct, labour relations and disciplinary procedures and processes. Basic understanding of finance policies and procedures, and management of Human Resources. Good communication, verbal, written, problem-solving, leadership skills, interpersonal and conflict management skills. Teambuilding, supervisory/management and analytic skills. Basic computer literacy as a support tool to enhance service delivery. Sound knowledge of nursing care processes and procedures, scope of practice in areas of work performance and other relevant legal frameworks. Knowledge of clinical governance structures, norms and standards, ideal hospital, occupational health and safety, infection preventions and control, medical waste and risk management. Familiar with complaints management and patient safety incident and learning procedures. Knowledge and experience in implementation of Batho Pele Principles and Patient's Rights Charter. Familiar with following programs: MBFI, ESMOE, KINK guidelines, EPOC.

DUTIES

: Provision of Optimal, holistic specialized nursing care with set standards and within a professional/ legal framework. Promote quality nursing care as directed by the professional scope of practice and standards. Provide a comprehensive, quality nursing care as a member of multi-disciplinary team according to identified needs of a patient, based on a specific principle. Work effectively and amicably at a supervisory level, with a person of diverse intellectual, cultural race or religious differences. Develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate effective communication with patients, supervisors other health professionals and junior colleagues including more complex report. Work as a team leader in the absence of the unit manager. Improve maternal and child health care by initiating all the relevant programs. Be able to manage own work, time and that of junior colleagues to ensure proper nursing service at your unit. Oversee and coordinate the integration of MCWH. Enhance the Saving of Mothers program assist with the reduction of maternal and neonatal mortality and morbidity rates. Demonstrate basic knowledge of HR and Financial policies and practices. Participate in implementation of National Core Standards. Participate in clinical audit and data management meetings. Ensure accurate record keeping. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Ensure self and staff development through in-service training.

**ENQUIRIES
APPLICATIONS**

: Ms B.T.N Kunene Tel No: (034) 995 8500 EXT 8567
 : All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, Private Bag X 322, Paulpietersburg, 3180 or be hand delivered at 463 eDumbe Main Street Location , Paulpietersburg, 3180, HR office No: 46

NOTE

: The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and Please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The reference number must be indicated in the column provided on the Z83 e.g. Ref EDU 23/2013. The post applied for must also be indicated clearly in the relevant section on the application form. People with disability should feel free to apply. Please note that due to large number of applications received, applications will not be acknowledged however only the shortlisted applicants will be advised with the outcome. Please note that no S&T will be paid to candidates that are invited for interviews. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) of the

following: Security Clearance (Vetting), Criminal clearance, credit records, citizenship), and verification of Educational Qualifications by SAQA (Department of Health is an equal opportunity, affirmative action employer, whose aim is to promote representation in all occupational categories in the department). The post will be filled in terms of the Employment Equity Target. 04 August 2023

CLOSING DATE

:

POST 25/128

:

PROFESSIONAL NURSE (SPECIALTY) PEADIATRIC REF NO: EDU 21/2023

Component: Nursing

SALARY

:

R431 265 – R497 193 per annum

R528 696 - R645 720 per annum

Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

CENTRE

:

Edumbe Community Health Centre

REQUIREMENTS

:

Degree/Diploma qualification that allows registration to General Nursing & Midwifery. Post basic relevant nursing qualification with duration of at least 1 year (Diploma in Basic Child Nursing Science). Registration certificate with SANC. Current SANC receipt for 2023. **Grade 1:** A minimum of 4 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing and Midwifery. **Grade 2:** At least 14 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post basic qualification in Nat Dip in Advanced Basic Child Nursing Science. Certificate of service from current and previous employers stamped and signed by the Human Resource Department will be required when shortlisted on or before the interview. Knowledge, Skills, Competencies Required: Knowledge of Public Service Acts, regulations and policies. Knowledge of SANC rules and regulations. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Knowledge of Code of conduct, labour relations and disciplinary procedures and processes. Basic understanding of finance policies and procedures, and management of Human Resources. Good communication, verbal, written, problem-solving, leadership skills, interpersonal and conflict management skills. Teambuilding, supervisory/management and analytic skills. Basic computer literacy as a support tool to enhance service delivery. Sound knowledge of nursing care processes and procedures, scope of practice in areas of work performance and other relevant legal frameworks. Knowledge of clinical governance structures, norms and standards, ideal hospital, occupational health and safety, infection preventions and control, medical waste and risk management. Familiar with complaints management and patient safety incident and learning procedures. Knowledge and experience in implementation of Batho Pele Principles and Patient's Rights Charter. Familiar with following programs: MBFI, ESMOE, KINK guidelines, EPOC.

DUTIES

:

Provision of Optimal, holistic specialized nursing care with set standards and within a professional/ legal framework. Promote quality nursing care as directed by the professional scope of practice and standards. Provide a comprehensive, quality nursing care as a member of multi-disciplinary team according to identified needs of a patient, based on a specific principle. Work effectively and amicably at a supervisory level, with a person of diverse intellectual, cultural race or religious differences. Develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate effective communication with patients, supervisors other health professionals and junior colleagues including more complex report. Work as a team leader in the absence of the unit manager. Be able to manage own work, time and that of junior colleagues to ensure proper nursing service at your unit.

ENQUIRIES

:

Ms B.T.N Kunene Tel No: (034) 995 8500 EXT 8567

APPLICATIONS

:

All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, Private Bag X 322, Paulpietersburg, 3180 or be hand delivered at 463 eDumbe Main Street Location, Paulpietersburg, 3180, HR office No: 46

NOTE

:

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to

candidates: The following documents must be submitted: Application for employment form (Form Z83), which is obtainable at any Government Department OR from the website (www.kznhealth.gov.za) issued by Minister of DPSA in line with regulation 10 of the Public Service Regulations 2016. Applicant must utilize the most recent Z83 form. The Z83 must be fully completed: Failure to do so will result in disqualification. A detailed Curriculum Vitae (CV) and Please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of the interview. The reference number must be indicated in the column provided on the Z83 e.g. Ref EDU 23/2013. The post applied for must also be indicated clearly in the relevant section on the application form. People with disability should feel free to apply. Please note that due to large number of applications received, applications will not be acknowledged however only the shortlisted applicants will be advised with the outcome. Please note that no S&T will be paid to candidates that are invited for interviews. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) of the following: Security Clearance (Vetting), Criminal clearance, credit records, citizenship), and verification of Educational Qualifications by SAQA (Department of Health is an equal opportunity, affirmative action employer, whose aim is to promote representation in all occupational categories in the department). The post will be filled in terms of the Employment Equity Target. 04 August 2023

CLOSING DATE

:

POST 25/129

:

CLINICAL NURSE PRACTITIONER REF NO: EDU 23/2023 (X3 POSTS)
Component: Out-Patient Department

SALARY

:

Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.

CENTRE REQUIREMENTS

:

Edumbe Community Health Centre
An appropriate B degree/National Diploma in General nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse. Post basic qualification with the duration of at least 1- year qualification in Curative Skills in Clinical Nursing Science, Health Assessment, Treatment and Care accredited with the SANC. Registration certificates with SANC as a General Nurse, Midwifery and Clinical Nursing Science. Current SANC receipt. Certificate of service from current and previous employers stamped and signed by the Human Resource Department will be required when shortlisted on or before the interview. **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate / recognizable experience after obtaining the 1- year post-basic qualification in the relevant specialty. Knowledge, Skills, Training and Competences Required: Knowledge of nursing care processes and procedure. Knowledge of Nursing Act, Health Act, Occupational Health and Safety Act. Display a concern for patients, promoting and advocating proper treatment. Sound understanding of legislations and related ethical nursing practices within a primary health care environment. Report writing skill.

DUTIES

:

Perform a clinical nursing science in accordance with the scope of practice and nursing standards as determined for a primary health care facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined for a primary health care facility. Demonstrate a basic understanding of nursing legislation and related legal and ethical nursing practices within a primary health care environment. Work effectively and amicably at a supervisory level, with person of divert intellectual, cultural race or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in a unit. Develop contacts, build and maintain a network of professional relations in order to enhance service delivery.

ENQUIRIES APPLICATIONS

:

Ms BTN Kunene Tel No: (034) 995 8500 EXT 8567

:

All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, Private Bag X 322, Paulpietersburg, 3180 or be

hand delivered at 463 eDumbe Main Street Location, Paulpietersburg, 3180,
HR office No:
04 August 2023

CLOSING DATE

:

POST 25/130

:

**PROFESSIONAL NURSE (SPECIALTY) – PAEDIATRICS REF NO: UMP
33/2023**

SALARY

:

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

CENTRE

REQUIREMENTS

:

Umphumulo Hospital
Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing qualification in Child Nursing Science, accredited with the South African Nursing Council. Current (2023) council receipt if shortlisted **Grade 1:** A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in paediatrics after obtaining the post basic qualification of Child Nursing Science, Proof of current and previous experience endorsed by the HR department (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.

DUTIES

:

Provide effective management and professional leadership. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Implement maternal and child health care programmes, e.g. PMTCT, MBFI, IMCI, CHIPP, KINC, IYCF, etc. Participate in perinatal mortality meetings. Ensure that the unit complies with national core standards. Ensure the provision of accurate statistical information for data management. Ensure that there is constant monitoring and evaluation of the key child indicators of the unit and maintenance of appropriate statistics. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by nursing team. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Maintain accurate and complete patient records. Ensure proper utilization of resources and exercise care over government property. Maintain a high quality of nursing and patient care in Paediatric services. Supervision of subordinates in execution of their duties.

ENQUIRIES

:

Mrs. J. M. Ndlovu Tel No: (032) 481 4199

APPLICATIONS

:

Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.

FOR ATTENTION

:

Mr S. M. Naidoo

NOTE

:

Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous

experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 25 August 2023
- POST 25/131** : **CLINICAL NURSE PRACTITIONER**
- SALARY** : Grade 1: R431 265 - R497 193 per annum, Plus 8% rural allowance
Grade 2: R528 696 - R645 720 per annum, Plus 8% rural allowance
Benefits: Plus 13th cheque, Housing Allowance and Medical aid optional
Employee must meet prescribed requirements.
- CENTRE** : Nkandla Hospital (Halambu Clinic: Ref No: Nkah 16/2023 (X2 Posts)
Nkandla Hospital (Ndabaningi Clinic: Ref No: Nkah 17/2023)
- REQUIREMENTS** : Senior certificate (Grade 12), Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery, A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care, Current SANC receipt (2022), (no attachments / copies / certified copies / proof / certificates/letter on application, Only Z83 and CV, applicants will submit documents only when shortlisted) **Grade 1:** A minimum of four (04) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General 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 ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care, Excellent communication skills, human relations and ability to teach and train staff within a team, Ability to work and maintain meaningful relationship within a diverse community, Knowledge of health and public service legislation, regulations and policies, Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care, Basic computer literacy to enhance service delivery, Effective communication with patients, supervisors and other health professionals, Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery, Knowledge of labour relations and disciplinary procedures, Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills.
- DUTIES** : Provide comprehensive Primary Health Care services to all learners in their catchment population, Attend to assessment and immunization campaign required by the Department of Health, Treat, and screen, educate and refer the learners accordingly, Attend to programmes and monthly statistics, Responsible for smooth running of the programmes in the schools.
- ENQUIRIES** : Mrs. BW Motloutong Tel No: (035) 833 5000 ext 5080
- APPLICATIONS** : All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855
- FOR ATTENTION** : Human Resource Manager
- NOTE** : The applicants must include only completed and signed new Z83, obtained from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.
- CLOSING DATE** : 04 August 2023
- POST 25/132** : **PROFESSIONAL NURSE (SPECIALTY) – MATERNITY REF NO: UMP 34/2023**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
- CENTRE** : Umphumulo Hospital
- REQUIREMENTS** : Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing

qualification in Advanced Midwifery, accredited with the South African Nursing Council. Current (2023) council receipt if shortlisted **Grade 1:** A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in maternity after obtaining the post basic qualification of Advanced Midwifery, Proof of current and previous experience endorsed by the HR department (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.

DUTIES : Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work effectively and amicably at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the section adheres to the principles of Batho Pele. Diagnose and manage obstetric emergencies in the absence of a Medical Officer ie. eclampsia, APH etc. Identify high risk clients during ante-partum and post-partum periods and manage or refer in accordance to hospital policy. Develop, implement and review obstetric policies and procedures. Develop quality improvement programs for obstetrics. Conduct Perinatal Mortality reviews or meetings. Implement EPMDS and identify staff training needs Conduct in-service education for all obstetric staff. Participate in all obstetric programs ie. PPIP, PMTCT, BBI, BFI, and RHC – reproductive health. Practice participative management by assisting with relief duties of the supervisor. Maintain accurate and complete patient records. Ensure proper utilization of resources and exercise care over government property.

ENQUIRIES : Mrs. J. M. Ndlovu Tel No: (032) 4814199
APPLICATIONS : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo, 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.
FOR ATTENTION : Mr S. M. Naidoo

NOTE : Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE : 25 August 2023

POST 25/133 : **PROFESSIONAL NURSE (SPECIALTY) – TRAUMA REF NO: UMP 35/2023**

SALARY : Grade 1: R431 265 – R497 193 per annum
 Grade2: R528 696 – R645 720 per annum

CENTRE : Umphumulo Hospital
REQUIREMENTS : Diploma / Degree in General Nursing and Midwifery. Registration with the S.A.N.C. as a Professional Nurse and midwife. A post basic nursing

qualification in Trauma Nursing Care or Critical Nursing Science, accredited with the South African Nursing Council. Current (2023) council receipt if shortlisted. **Grade 1:** A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience as a Professional Nurse of which at least ten (10) years must be appropriate / recognizable experience in trauma /casualty after obtaining the post basic qualification of Trauma Nursing Care or Critical Nursing Science, Proof of current and previous experience endorsed by the HR department (if shortlisted). Understanding of nursing legislation and related legal and ethical nursing practices. Ability to perform clinical nursing practice in accordance with the scope of practice and nursing standards. Good communication and interpersonal skills. Decision making and problem solving skills. Knowledge of Code of Conduct and Labour Relations and related policies. Ability to formulate patient related policies Basic understanding of HR and Financial policies and procedures. Basic computer literacy.

DUTIES : Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Promote quality of nursing care as directed by the professional practice and standards as determined by the institution. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Work within the realms of the trauma specialty nurse Scope of Practice and knowledge. Provide comprehensive quality nursing care to patients in Casualty, OPD and POPD. Demonstrate competencies, safe, compassionate and morally based specialized trauma care provision. Provide nursing care that leads to improved service delivery by upholding Batho Pele principles & Patients' Rights. Execute duties and functions within prescripts of applicable legislation. Maintain a constructive working relationship with nursing and other stakeholders. Ensure proper utilization of human, material and financial resources and keep up to date records of patient care. Assist with implementation of National Core Standards, Quality assurance and Infection Control & Prevention. Formulate Trauma and OPD policies & ensure implementation. Training of Staff on trauma procedures. Collect, verify and submit data to FIO timeously. Deputise in the absence of the Operational Manager.

ENQUIRIES : Mrs. J. M. Ndlovu Tel No: (032) 4814199
APPLICATIONS : Please forward application quoting the reference number to The Human Resource Department, Umphumulo Hospital, Private Bag X9219, Maphumulo 4470 or hand delivered to Umphumulo Hospital, Human Resource Department.

FOR ATTENTION : Mr S. M. Naidoo
NOTE : Application must be submitted on the Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83 together with a comprehensive CV only. No attachments are required. Persons with disabilities should feel free to apply for the post. Shortlisted applicants in possession of a foreign qualification will have to submit an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies on the day of interview. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof if shortlisted. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the aforementioned instructions will result to your application being disqualified. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

CLOSING DATE : 25 August 2023

POST 25/134 : **DISPENSING OPTICIAN -GRADE 1 REF NO: MPEH/DO/10/2023**
 Component: Optical laboratories

SALARY : R408 201 per annum. Other Benefits: 13TH cheque, Medical Aid (Optional) Homeowners Allowance (Employee must meet prescribed requirements)

<u>CENTRE REQUIREMENTS</u>	:	McCord Provincial Eye Hospital
	:	Senior Certificate/Grade 12 Certificate, National Diploma / Bachelor's Degree in optical dispensing/Diploma in Optician as recognized by SAQA A minimum of 1 year of relevant experience. Recommendations: Code 8 Drivers License, Computer literacy. Knowledge, Skills and Competencies Required: Sound knowledge and understanding of Health Professions Act, 1974 (ACT NO. 56 OF 1974) Good verbal and communication skills Have interpersonal skills; Be patient and tactful Mechanical and technical aptitude; Finger dexterity and a steady hand; Good eye-hand coordination; Good eyesight.
<u>DUTIES</u>	:	Make spectacle lenses the right shape for the frame and fitting them into the frame Assemble and test the instrument or pair of spectacles Finish spectacles lenses Clean and maintain equipment's and machinery Ability to perform all dispensing procedures and duties effectively and efficiently. To carry out blocking, mounting, cutting and edging as well glazing spectacles, minimum 11 lenses per person per hour, breakage maintenance of less than 1.1% To support other functions within the Optical Lab Department. Performance of ocular measurements for the purpose of lens centration (vertical, horizontal, binocular & monocular). Performance of facial/head measurements for the purpose of correct frame selection and fitting. Assessment of vertical distance and panoptic angle fitting. Analysis of the prescription for the most appropriate lens and frame selection for the purposes of prescribing the optimum lens/frame. Knowledge of quality assurance including levels of lens tolerances in order to meet clinical standards. To verify that finished lenses are ground to specifications. To effectively manage stock control in the laboratory and storeroom. To provide weekly and monthly stock statistics. To enter the figures of the stock dispensed in the computer daily. To ensure that adequate stock is available in the laboratory and is locked away all the time. Manage the eye clinic laboratory assets through regular updated asset lists. To keep abreast of new developments in the field of Optician clinical training and requirements so as to continuously improve performance in the Department.
<u>ENQUIRIES</u>	:	Dr.SR Naidoo Tel No: (031) 268 5701
<u>APPLICATIONS</u>	:	All applicants should be forwarded to: The Acting Chief Executive Officer McCord Provincial Eye Hospital PO Box 37587 Overport, 4067.
<u>FOR ATTENTION</u>	:	HR Department
<u>NOTE</u>	:	Direction to candidates: The following documents must be submitted: Application for Employment form new (Z83) which is obtainable at any Government. Department or from website www.kznhealth.gov.za. To minimize the spread of COVID19 pandemic, applicants are requested not to certify their qualification as per the requirements of the post only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated in the column provided in the Z83, e.g. SAP2/2010 The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (Vetting), criminal clearance, credit records, citizenship), verification of educational Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department) People with disabilities should feel free to apply and African males are encouraged to apply Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.
<u>CLOSING DATE</u>	:	07 August 2023
<u>POST 25/135</u>	:	<u>PHYSIOTHERAPIST GRADE 1, 2 & 3 REF NO: GJGM28/2023 (X1 POST)</u> Component: Allied Health Component (Re-Advertisement)
<u>SALARY</u>	:	Grade 1: R359 622 per annum Grade 2: R420 015 per annum Grade 3: R491 676 per annum
<u>CENTRE REQUIREMENTS</u>	:	General Justice Gizenga Mpanza Regional Hospital
	:	Grade 1: Experience – None. Grade 2: Experience – Minimum of Ten (10) years relevant experience after registration with HPCSA as a Physiotherapist. Grade 3: Experience – Minimum Twenty (20) years relevant experience after

registration with HPCSA as a Physiotherapist. Degree in Physiotherapy. Registration with the Health Professions Council of South Africa as a Physiotherapist. Knowledge, Skills and Competencies: Knowledge of physiotherapy assessment and diagnostic procedures and equipment. Knowledge of institutional administrative tasks and duties / ethical code and scope of practice, relevant acts, policies and regulations, health and safety and infection control procedures. Good communication skills. Problem solving and analytical skills in patient care. Basic computer literacy skills. Clinical competence.

DUTIES

: Plan, implement, evaluate, modify and progress appropriate treatment programmes. Ensure Proper statistics, administrative and clinical records are maintained adhering to departmental regulations and ethical principles. Supervision of assistant physiotherapists, students and other support staff. To deputise and perform all functions of the chief physiotherapist in their absence. Initiate community programmes and render outreach services. Assist in the development of departmental policies and procedures. Implement Infection Control and Health & Safety Policies and Procedures. Liaise with multi – disciplinary professionals and function within a multi- disciplinary team. Assist in the planning and implementation of quality improvement programmes. Participate in staff development activities e.g. CPD, inservice training, case presentations etc. Attend regular in-service and continuous professional development training to improve clinical knowledge and skills. Participate in monitoring and evaluation programmes of the physiotherapy department, such as clinical and documentation audits, leave and attendance audits, Norms and Standards and Ideal Hospital assessments etc. Ensure safety and security of equipment and responsible use of consumable resources of the department. Rendering of a weekend and public holiday Physiotherapy service on a rotational basis.

ENQUIRIES

: Mrs M Velan (Assistant Director: Physiotherapy) Tel No: (032) 437 6330

APPLICATIONS

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

NOTE

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

CLOSING DATE

: 11 August 2023

<u>POST 25/136</u>	:	<u>DIAGNOSTIC RADIOGRAPHER GRADE 1 REF NO: NKAH 29/2023</u>
<u>SALARY</u>	:	Grade 1: R359 622 – R408 201.per annum. Plus 13 th Cheque, Rural Allowance 8%, Medical Aid – Optional, Government Employee Housing Scheme – Employee must meet the prescribed requirements
<u>CENTRE REQUIREMENTS</u>	:	Nkandla Hospital Senior certificate / Matric or equivalent qualification PLUS, An appropriate three year National Diploma/Degree in Diagnostic Radiography Plus, Registration with HPCSA as Diagnostic Radiographer (Independent Practice), 0-3 years' experience in Diagnostic radiographer (Independent Practice) after registration with HPCSA as a Diagnostic Radiographer. Sound knowledge of public services legislation, Sound knowledge of Radiation Protection, Sound Knowledge of Diagnostic Radiographer practice ethos, Sound knowledge of Diagnostic equipment policies and protocol, Good communication and interpersonal skills.
<u>DUTIES</u>	:	Provide 24 hours diagnostic radiography services observing safe radiation standards, Execute all clinical procedures competently to complications, Provide and participate in Radiographic services during weekends and public holidays, Participate in quality assurance and quality improvement programs, Assist clinicians on radiography related matters, Perform clerical duties when necessary, Participate on the implementation of National Core Standard, Quality Assurance and promotes Batho Pele Principles in the execution of duties for service delivery.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr. DD Hlophe Tel No: (035) 833 5000 All applications should be posted to: The Chief Executive Officer: Nkandla District Hospital Private Bag X102, Nkandla, 3855
<u>FOR ATTENTION NOTE</u>	:	Human Resource Manager The applicants must include only completed and signed new Z83, obtained from any Public Service Department or on the internet at www.gov.za and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.
<u>CLOSING DATE</u>	:	04 August 2023
<u>POST 25/137</u>	:	<u>SENIOR HUMAN RESOURCE PRACTITIONER: LABOUR RELATIONS REF NO: UMKH 15/2023</u> Component: Human Resource Administration
<u>SALARY</u>	:	R359 517 per annum. Other Benefits: 13 TH Cheque, Medical Aid (optional) & Housing Allowance (employee must prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Umkhanyakude District Office Senior Certificate (Grade 12) Degree/ National Diploma in Human Resource Management / Public Management. PLUS Three to Five (3-5) years experience in Labour Relations Component A valid driver's licence. NB: all shortlisted candidates will be required to submit the proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service and service record) prior the date of the interview. Knowledge, Skills, Training and Competencies Required. The incumbent of this post will report to the Assistant Director: Human Resource Management and will be responsible to report on activities to ensure effective and efficient production of reliable information on the Labour Relations Management of the Department and as such the ideal candidate must have: Knowledge of Public Service Policies Act and Regulations. Sound knowledge of Staff Relation. Sound knowledge of PERSAL. Ability to liaise with management. Investigating and presiding skills. Sound Communication and interpersonal Skills, analytical and decision making and presentation skills. Broad Knowledge and understanding of Human Resource Management. In depth knowledge of relevant acts, policies and regulations in HR Management. Good knowledge and understanding Of Employee Performance Management and Development System, Labour Relations, Human Resource Development, Disciplinary and Grievance Procedures. Good leadership, coaching, mentoring and personal skills. Ability to work under pressure, as team to meet deadline.
<u>DUTIES</u>	:	Manage the functioning of staff relation in order to ensure the provision of high quality services. Maintain and promote sound Staff Relation within the institution and ensure adherence to Labour Relations ACT, BCEA and other

relative prescripts. Deals with grievance, discipline and misconduct cases in terms of laid down policies and procedures. Participate in the development of Staff relations Strategies and policies. Prepare reports for management of Staff relations issues. Identify training gaps and ensure the implementation of in-service training programmes. Promote orderly collective on disciplinary enquiries. Monitor the implementation and adherence to Labour Relations policies. Provide efficient conflict management support. Collect statistics in respect of labour related issues. Implement and monitor policies.

- ENQUIRIES** : Mr B.K Mpupa Tel No: (035) 572 1328/90
- APPLICATIONS** : Applications must be forwarded to: The Director: District Health office UMkhanyakude Health District Office P/ Bag X026, Jozini, 3969
- FOR ATTENTION** : Mr B.K Mpupa: AD: HRMS.
- NOTE** : Directions to the candidates: The following documents must be submitted: -
 The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Certified copies of highest educational qualifications – not copies of certified copies. Certified Copy of a driver's license. The reference number must be indicated in the column provided on the form Z.83 e.g. reference number UMKH 15/2023. NB: Failure to comply with above instructions will disqualify applicants. The appointment is subject to positive outcome obtained from the NIA to the following checks: (security checks, credit records, qualification, citizenship and previous experience verifications) Please note that due to the large number of applications anticipated, applicants will not be acknowledged, however, they will be advised of the outcome of their applications, in due course. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department). NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews.
- CLOSING DATE** : 04 August 2023
- POST 25/138** : **SENIOR HUMAN RESOURCE PRACTITIONER REF NO: COSH 21/2023 (X1 POST)**
 Job Purpose: Manage the functioning of staff relations Section in order to ensure the provision of high quality service.
- SALARY** : R359 517 - R420 402 per annum. Other Benefits 13th Cheque, Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirements
- CENTRE** : Church of Scotland Hospital
- REQUIREMENTS** : Grade 12 certificate Degree/Diploma in Human Resource Management/Labour Relations /Public Management. 3 years' experience in Staff/Labour Relations Component. Recommendation Computer literacy, Valid Driver's license. PERSAL Certificate Knowledge, Skills & Competencies: Broad knowledge and understanding of Human Resource Management legislations i.e. Labour Relations Act, Basic Condition of Employment Act, Grievance and Disciplinary Procedure ETC. Problem Solving Skill, Decision Making, Human Relations and Communication Skills. Investigation and Presiding Skills. Broad Knowledge of PERSAL System. 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.
- DUTIES** : Promote and maintain sound staff relations within the Institution and ensure adherence to Labour Relations Act, Basic Condition of Employment Act and other related legislative prescript. Attend to all Grievance, Disciplinary and misconduct cases in terms of laid down policies and procedures. Prepare reports for Staff Relations issues Promote orderly collective bargaining within the institution Investigate and preside when need arises Collect and analyse statistic in respect of Labour Related matters Provide efficient conflict management resolution Approval of transaction on PERSAL. Manage the development, motivation and utilization of human resources for the discipline

to ensure competent knowledge base for the continued success of technical services according to organizational needs and requirements. performance standard and taking actions to correct deviations to achieve departmental objectives.

**ENQUIRIES
APPLICATIONS**

: Mr N.P Shezi Tel No: (033) 4931000 EXT 4332
: All Applications Should Be Forwarded To: Human Resource Management Services: KZN Department of Health, R 33 Dundee main Road, Church of Scotland Hospital, Tugela Ferry, and 3010 OR Hand delivered to: Parkhome no. 2 (Human Resources). NB: Due to the challenges facing our post office, you are advised to hand deliver or courier your applications

NOTE

: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only, The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

CLOSING DATE

: 04 August 2023

POST 25/139

: **SENIOR FINANCE MANAGEMENT OFFICER REF NO: COSH 22/2023 (X1 POST)**

Job Purpose: Assist in compilation of budget for the institution and the submissions associated with budget processes.

SALARY

: R359 517 - R420 402 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirements.

**CENTRE
REQUIREMENTS**

: Church of Scotland Hospital
: Matric/Grade 12 Degree /Diploma in Financial Management/Cost and Management Accounting/ Financial Accounting/Accounting/Accounting Science. 3-5 years of experience in financial administration component (finance and SCM). Recommendation 2 years supervisory experience in finance and SCM Computer literacy Valid driver's license Knowledge, Skills & Competencies: Good knowledge of Public Financial as well as relevant acts and regulations. Interpersonal and problem solving skills. Departmental and transversal system (e.g.BAS, PERSAL & Vulindlela) Vast knowledge of SCM. Good organizational and planning skills ability to make independent decisions. Ability to plan, build team spirit and meet deadlines. Knowledge of MS Office software applications. 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.

DUTIES

: Authorize commitment, payments, debts, receipts and journals on BAS. Draw, analyze and present financial reports. Manage suspense accounts and maintain debts file. Checking for correctness and submission of monthly statistics. Check and sign monthly revenue and reconciliation. Ensure adherence to procedures regarding the handling and use of safes. Check that write offs are dealt with in accordance with general delegations of authority. Checking of monies collected from parking, boarding and lodging. Ensuring that reconciliation for petty cash for the institution is done as per prescripts. Ensure proper protocols in place for direct handling of cash. Consolidate financial and SCM monthly and quarterly reports. Ensure effective and efficient provision of demand, logistics and warehouse, acquisition and asset management services in SCM unit to support core service delivery. Identify risks and institute control measures to minimize financial risks in all departments. Monitor and assess finance and SCM staff performance as per EPMS requirements. Oversee the reconciliation of transactions (interface) on PERSAL with BAS. Ensure that safeguarding of all face value documents. Ensure that sufficient internal controls are in place and are implemented to

ensure that all good received and are in line with goods that are ordered. Assist in the consolidation of the CEO pack. Carry out all responsibilities delegated by assistant director: Finance.

ENQUIRIES : Mr N.P Shezi Tel No: (033) 4931000 EXT 4332

APPLICATIONS : All applications should be forwarded to: Human Resource Management Services: KZN Department of Health, R 33 Dundee main Road, Church of Scotland Hospital, Tugela Ferry, and 3010 OR Hand delivered to: Parkhome no. 2 (Human Resources). NB: Due to the challenges facing our post office, you are advised to hand deliver or courier your applications.

FOR ATTENTION : Mr N.P. Shezi Tel No: (033) 493 1000

CLOSING DATE : 04 August 2023

POST 25/140 : **SAFETY OFFICER REF NO: MS/22/2023**

SALARY : R359 517 per annum (Level 08), plus 13th Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).

CENTRE : Mseleni District Hospital - (KwaZulu - Natal)

REQUIREMENTS : Appropriate Degree / National Diploma in Environmental Health/ Four year B.Tech degree / national diploma in safety management. A minimum of 3-5 years Clerical/ Administrative experience in Health and Safety environment. Recommendations: Computer Literacy, Driver's License. NB: Proof of working experience endorsed by Human Resource, will be required from shortlisted candidates (service certificate). The following knowledge, skills, training and competencies required: Computer Literacy. Ability to investigate accidents. Disaster management. Knowledge of Occupational Health and Safety. Extensive knowledge of legislation pertaining to safety and environment. Ability to identify, control and monitor hazards Report writing skills. Good communication and negotiation skills.

DUTIES : Identification of potential situations that could lead to injury/disability/death of staff member/ visitors. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of health and safety training, orientation and induction programmes. Ensuring the delegate management and administrative functions are carried out Participate in safety audits for the institution in compliance with the Occupational. Health and Safety act, 85 of 1993. mely and correctly in order for health and safety to function in the institution. Ensure compliance with KZN Health and Safety. Patience Right Charter. Liaise with the inspector Dept. of Labour on Safety issues. Develop Health and Safety Policies and Procedures. Meet COHSASA standards for Health and Safety. Ensure that Health and Safety committee are functional.

ENQUIRIES : Mrs. TR Sibisi. Tel No: (035) 5741004

APPLICATIONS : Applications to be directed to: The Assistant Director: Human Resources, Mseleni Hospital, P.O Sibhayi, 3967. Hand delivered applications may be submitted at Human Resources office Mseleni Hospital

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

CLOSING DATE : 11 August 2023

<u>POST 25/141</u>	:	<u>SENIOR HUMAN RESOURCE PRACTITIONER: LABOUR RELATIONS REF NO: SHRP 02/2023 (X1 POST)</u> Directorate: Labour Relations
<u>SALARY</u>	:	R359 517 – R420 402 per annum. Plus 12% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Dundee Hospital Senior Certificate / Standard 10/ Grade 12, an appropriate Degree/Diploma in Human Science/Human Resource Management/Public Management, 3 - 5 years' experience in Staff / Labour Relations Component. Recommendation: Valid Driver's license (code B or above) and PERSAL Certificate. Knowledge, Skills and Competencies Required: Broad knowledge and understanding of Human Resource Management Legislations i.e. Labour; Relations Act, Basic Condition of Employment Act, Grievance and Disciplinary ETC. Problem Solving Skill, Decision Making, Human Relations and Communication Skills; Investigation and Presiding. Skills; Broad Knowledge of PERSAL System.
<u>DUTIES</u>	:	Manage the functioning of staff Relations Section in order to ensure the provision of high quality service, Promote and maintain sound staff relations within the institution and ensure adherence to Labour Relations Act, Basic Condition of Employment Act and other related legislative prescript. Attend all Grievance, Disciplinary and Misconduct cases in terms of laid down policies and procedures. Prepare reports for Staff Relations issues, Promote orderly collective bargaining within the Institution. Investigate and preside when need arises. Collect and analyse statistic in respect of Labour Related matters. Provide efficient conflict management resolution. Approval of transactions on PERSAL Conduct orientation/induction to staff on Labour relations matters. Capture transactions on PERSAL. Manage the development, motivation and utilization of human resources for the discipline. Ensure competent knowledge based on continued success of technical services according to organizational needs and requirements. Supervise subordinates' key performance areas by setting monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. A.L Sokhela Tel No: (034) 2121111 ext 275 Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000 Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000
<u>CLOSING DATE</u>	:	04 August 2023
<u>POST 25/142</u>	:	<u>FINANCE CLERK SUPERVISOR REF NO: RVH FCS 19/2023</u>
<u>SALARY</u>	:	R294 321- R343 815 per annum (Level 07). Other Benefits: 13 th Cheque, Home owners allowance (employee must meet prescribed requirements) and Medical Aid (Optional)
<u>CENTRE REQUIREMENTS</u>	:	Rietvlei Hospital: Revenue Senior Certificate (Grade 12) PLUS An appropriate Degree / National Diploma in Financial Management / Public finance Management / Government Finance Management / Accounting. Plus 3-5 years' experience Finance. Proof of current and previous work experience endorsed and stamped by HR (Only shortlisted candidates). Knowledge, Skills and Competencies: possess knowledge of the public Finance Management Act 1999, Treasury Regulations, verbal and written communication, computer literacy, financial management, knowledge of finance, knowledge of filling systems, honesty and reliability, knowledge of Batho Pele, Knowledge of EPMDS, maintain high level of confidentiality.
<u>DUTIES</u>	:	Ensure day to day functioning of revenue section, Monitor the collection of revenue from the patients, maintain user-friendly filling system of account, responsible for all final revenue correspondence, write –offs, account payments categories, maintain procedures regarding the use of safe and check receipt work, maintain effective and efficient utilization of staff. Ensure effective, efficient and economical utilization of resources allocated to Revenue Administration, Supervise and render financial accounting transactions, Conduct inspect and identify risk plan for the Revenue department, supervise filing of all documents.
<u>ENQUIRIES</u>	:	Ms N Ntuzela at 064 754 9310

- APPLICATIONS** : Should Be Forwarded: To Assistant Director: HRM, Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686 or Hand Delivery: R56 Road, Rietvlei Location, 4686.
- FOR ATTENTION NOTE** : Assistant Director: HRM
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful "Note" (no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due to financial constraints, No S&T will be paid to candidates when attending the interviews.
- CLOSING DATE** : 14 August 2023
- POST 25/143** : **HUMAN RESOURCE PRACTITIONER: HRD & PLANNING REF NO: PHO 18 /2023**
- SALARY** : R294 321 – R343 815 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Pholela Community Health Centre
: Senior certificate (Grade 12). Degree/National Diploma in Human Resource Management/ Public Management or Public Administration as recognized by SAQA. At least 3 to 5 years' experience in Human Resource Management. Valid Code B Driver's License. Knowledge and skills: Sound experience in Human Resource Management. Thorough knowledge of the procedures, policies and prescripts relating to Human Resource Management. In depth of a computerized Personnel Administration system (PERSAL). Strong supervisory skills and Interpersonal relations Skills. Communication skills written and spoken. Computer skills inclusive PERSAL system.
- DUTIES** : Develop and implement WSP. Perform duties as a skills development facilitator. Develop and maintain database for HRD training programme. To perform Human Resource Planning Functions. Monitor the implementation of HRD Strategies/projects: Internship, Bursaries and workplace. Integrated Learning. Compile and monitor utilization of budget allocated to HRD and planning for the institution. Assist managers with continuous assessment of training needs. Monitor the implementation of EEP. Ensure proper and full implementation of EPMDS. Provide logistics for in in-service. Conduct training and ensure analysis of training needs. Compile statistics and keep records of training undertaken. Provide and perform secretarial duties for IHETD Committee and all HR Planning and Development related meetings. To render and effective advisory service to management and employees in the hospital. Ensure the effective implementation of all human resource policies and legislation relating to human resource development and planning. Check and approve transactions on PERSAL and ensure effective and efficient record keep.
- ENQUIRIES APPLICATIONS** : Mr. MA Ngubeni Tel No: (039) 8329491
: Direct your application quoting the relevant reference number to: The Acting Assistant Director: HRM, Pholela CHC, Private Bag X502, Bulwer, 3244 or hand deliver application at Human Resource Department on or before the closing date 16:00.
- NOTE** : The following documents must be submitted: An Application for Employment form (Z83) NEW form effective from 1 January 2021 must be completed and signed. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za.Comprehensive CV (with detailed

experience).Copies of qualifications, Registration certificate/s, ID and Driver's license, proof of experience must not be submitted when applying for employment. These will be requested only from shortlisted candidates. The Reference Number must be indicated in the column provided on the form Z83, e.g. PHO 08/2022.Failure to comply with the above instructions will lead to disqualification of applicants. Please note that due to large number of applications we anticipate to receive, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Applicants in possession of foreign qualifications will be requested bring evaluation certificate from the South African Qualifications Authority (SAQA) during the interview process. Non-RSA Citizens/Permanent Residents/Work Permit holders will be required to bring the proof during interview process. The appointments are subjected to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC) and proof of experience. Please note that due to financial constraints no S&T will be considered for payment to candidates that are invited for interviews. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representativity in all level of all occupational categories in the department. People with disabilities are encouraged to apply. 04 August 2023

- CLOSING DATE** : **04 August 2023**
- POST 25/144** : **ADMIN CLERK SUPERVISOR- (TRANSPORT) REF NO: RVH ACS 20/2023 (X1 POST)**
- SALARY** : R294 321 – R343 815 per annum (Level 07). Other Benefits: 13th Cheque, Homeowners allowance (employee must meet prescribed requirements) and Medical Aid (Optional)
- CENTRE REQUIREMENTS** : Rietvlei Hospital: Systems
: Senior Certificate (Grade 12) Recommendations National (NQF Level 6) in transport Management/ Logistics/ Public Management or equivalent. Plus 3-5 years' experience in fleet Management / Transport at a services. Valid Code 8 driver's license and stamped by HR (Only shortlisted candidates). Knowledge, Skills and Competencies: Good communication skills, interpersonal skills, negotiation and planning skills, sounding problem solving skills, good manner of approach. Ability to work under pressure, supervisory skills, knowledge of vehicle maintenance and service procedure, knowledge of fleet disposal procedure, knowledge and understanding of legislative framework governing the public the service, knowledge of traffic law.
- DUTIES** : ensure that the vehicles allocated to Rietvlei Hospital are kept in good working condition, ensure that logbooks are always up to date, ensure licensing and registration of vehicles, ensure that petrol cards are renewed timeously, ensure proper management of petrol cards and safe record keeping of petrol slips, ensure servicing of state vehicles within the service intervals, supervise transport staff e.g. Drivers, Member of the Accident Committee and other committee within the institution ,ensure timeous reporting of accidents with relevant authorities, ensure effective and efficient utilization of state vehicles in a cost-effective manner, management of all resource allocated to the transport department, Manage EPMDS of all staff in the transport department.
- ENQUIRIES APPLICATIONS** : Ms N Ntuzela at 064 754 9310
: Should Be Forwarded: To Assistant Director: HRM. Rietvlei Regional Hospital, Private Bag X501, Staffords Post, 4686. OR Hand Delivery: R56 Road, Rietvlei Location, 4686.
- FOR ATTENTION NOTE** : Assistant Director: HRM
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Such copies need not be certified (certified documents will be limited to shortlisted candidates). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting),criminal clearance, credit records, citizenship), verification of

Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. "Note"(no attachments/copies/certified copies/proof/certificates/letter on application, only Z83 and CV, applicants will submit documents only when shortlisted).All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. NB: Due To Financial Constraints, No S&T Will Be Paid To Candidates When Attending The Interviews

- CLOSING DATE** : 14 August 2023
- POST 25/145** : **OCCUPATIONAL THERAPY TECHNICIAN GRADE 1 REF NO: MGMH/02/2023**
- SALARY** : R243 627 – R276 237 per annum Plus 13th cheque, Medical Aid Subsidy (optional) and home owners allowance (subject to meeting prescribed requirements).
- CENTRE** : Mahatma Gandhi Memorial Hospital
- REQUIREMENTS** : Matric Certificate (Grade 12) Occupational Therapy Technician Certificate / or equivalent qualification as an Occupational Therapy Technician. Current registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapy Technician. Knowledge, Skills, Training and Competencies Required: Knowledge of physical, and psychiatric conditions, including paediatrics and therapeutic interventions thereof. Adequate knowledge and competent use of therapeutic media, equipment, crafts, and rehabilitation activities. Knowledge of ethical code and scope of practise. Good communication, counselling and group handling skills. Knowledge of wheelchairs and assistive devices. Ability to implement therapeutic programmes under supervision of the Occupational Therapist. Good interpersonal skills to work within a multi-disciplinary team. Ability to organise self, duties allocated for efficient time management. Working within a framework of the rehabilitation team's standard operating policies, procedures and treatment guidelines so as to be accountable to the patient, the supervisor, the team, and the community.
- DUTIES** : Provide an Occupational Therapy support services as defined within the scope. Undertake individual and group treatment of paediatrics and adults presenting with physical, psychiatric, developmental conditions. To follow prepared treatment protocols and make adaptations as needed. Receive and implement treatment plans received from the Occupational Therapist. Preparation of patient and the rehabilitation / work area for treatment. Implement appropriate home programmes including functional activities. To manufacture, issue assistive devices, undertake care- giver training and management of the patient. To undertake administrative duties e.g. accurate record keeping, statistics, maintenance of stock and equipment. Undertake educational sessions with care-givers to ensure carry over of rehabilitation into the home and community. Participate in CPD activities, in-service programmes, resource development and departmental meetings. Participate in quality assurance and risk management activities.
- ENQUIRIES** : Ms. T Reddy Tel No: (031) 502 1719 ext. 2172
- APPLICATIONS** : Please forward application quoting the reference number to the Human Resource Office, Mahatma Gandhi Memorial Hospital, Private Bag X13, Mount Edgecombe, 4300 or Hand Delivered can be submitted to Human Resources.
- FOR ATTENTION** : Mr E.S Gwala
- NOTE** : The following documents must be submitted: Applicants must utilize the most recent Z83 application form for employment obtainable from any government department or from the webside-www.kznhealth.gov.za. Applicants are required to complete and submit Z83 Form and Curriculum vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicants are NOT required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum vitae (CV). The certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The reference number of the post must be indicated in the column provided on the Z83 application

form e.g. MGMH/01/2023. Faxed / emailed applications will not be considered. N.B: failure to comply with the above instructions will disqualify applicants. Applicants are advised that due to a number of applications anticipated, individual applications will not be acknowledged. Should you not receive a Response within six (6) weeks after the closing date the application must be considered unsuccessful. People with disability should feel free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representativity in all levels of all occupational classes of the department. S & T and Resettlement will not be paid to the eligible candidates due departmental budgetary constraints.

- CLOSING DATE** : 04 August 2023
- POST 25/146** : **ARTISAN PLUMBER GRADE A REF NO: MS/25/2023**
- SALARY** : R220 533 per annum. Plus 13th Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
- CENTRE** : Mseleni District Hospital - (KwaZulu - Natal)
- REQUIREMENTS** : Grade 12/ Standard 10. Trade test in plumbing in terms of section (1392) (h) of the Manpower Training act 1981, as amended. Valid driver's license. A minimum of 0 – 2 Years of experience in plumbing. Recommendations: Computer Literacy, understanding of hospital and clinics set up NB: Proof of passing the trade test in plumbing will be required from shortlisted candidates. The following knowledge, skills, training and competencies required: Knowledge of Occupational Health and safety act and safety standards. Knowledge of basic maintenance and repair of broken pipes. Knowledge of safety systems of work. Ability to work independently. Ability to work under pressure. Good communication skills (both verbal & written). Knowledge of Batho Pele Principles.
- DUTIES** : Installation, Repairs and Maintenance of High Pressure and Low Pressure Geysers. Installation and Repairs to toilets, urinals and other ablutions facilities such as shower and baths etc. Installation and Repairs to water and sewerage reticulation system. Clear blocked drains, gutters, down pipes, waste water lines and branch lines. Take and Record water supply readings daily. Maintenance on fire hose main supply, fire hose and fire hydrants Daily reporting of faults, job progress and daily completion of job card / time sheets as per auditor's instruction Be prepared to visit primary health care clinics to perform maintenance duties when required. Installation of gutters and down pipes and galvanized pipes. Compile and submit report, provide inputs on the compilation of technical reports. Deputize Artisan Forman when required to do so. Form part of multi-disciplinary team doing rounds in the hospital and clinics and necessary steps to fix all identified shortfalls. Be prepared to work overtime and standby duties. To take necessary step to fix all identified shortfalls. To take responsibility for in-house training and advancement of subordinates. To perform standby duties and after- hours call outs. To supervise handyman and assist other tradesman aid when requested to do so by maintenance supervisor.
- ENQUIRIES** : Mr. XV Ngubane Tel No: (035) 5741004
- APPLICATIONS** : Assistant Director: The Human Resources, Mseleni Hospital, P.O Sibhayi, 3967. Hand delivered applications may be submitted at Human Resources office Mseleni Hospital.
- CLOSING DATE** : 11 August 2023
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (MS/ 13/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and

verification from the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s).
11 August 2023

CLOSING DATE

: