

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

*This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the department.*

**ERRAUTUM:** Kindly note that the following post was advertised in the Public Service Vacancy Circular 39 dated 05/11/2021. The Salary notch has been amended as follows, R 388 974.00. The requirements has been amended as follows, Clinical Nurse Practitioner: Mental Health Coordinator (**Greytown hospital**) with Ref No: GTN 20/2021. Senior Certificate (Grade 12). Diploma/Degree in General Nurse and Psychiatry .Certificate of Registration in General and Psychiatric Nursing with SANC. Plus 1 year post basic qualification in Primary Health Care. Current registration with SANC as Clinical Nurse Practitioner. Valid driver license. Proof of current experience and previous work experience endorsed and stamped by Human Resource (Must be attached.) The closing date has been extended to 03 December 2021.

**OTHER POSTS**

- POST 41/147** : **HEAD CLINICAL UNIT- PSYCHIATRY REF NO: RKK HCU 03/2021 (X1 POST)**  
Re-Advertised
- SALARY** : R1 754 739 per annum, (All-inclusive salary package consists of 70% basic salary and 30% flexible portion that can be structured in terms applicable rules) (commuted overtime is compulsory).
- CENTRE** : R. K Khan Hospital – Psychiatry
- REQUIREMENTS** : Grade 12 or Matric Certificate. Appropriate qualification that allows registration with (HPCSA) as a Medical Specialist in Psychiatry. Appropriate Tertiary qualification in the Health Science Degree in MBChB or equivalent qualification. Registration certificate with the HPCSA as Specialist Psychiatrist. Current registration with the HPCSA as a Specialist in Psychiatry. Five (5) years' experience as a Specialist in Psychiatry after registration with HPCSA as a Medical Specialist. NB Certificates of Service from previous employers and current employer which must be endorsed by Human Resource Management is compulsory. Clinical administrative and management abilities. Experience and knowledge of mental health services in EThekweni District. Knowledge of teaching and training health care professionals in mental health leadership communication and organizational skills, program planning, implementation and evaluation, knowledge and ability to develop programs focused on psychosocial rehabilitation and management of substance abuse commodity with mental illness. Management of resources.
- DUTIES** : Provide specialist psychiatric care, assessment and evaluations of mental health care users (MHCU's) at both institutional and community levels. Provide academic teaching and clinical training to the students and trainees in Medical, Nursing and allied Professions. Provide in reach and outreach to referring disciplines and institutions. Promote and provide community oriented services. Participate in development of guidelines, protocols and referral pathways for the management of MHCH's. Ensure the effective, efficient and economical use of allocated Resources Inclusive of Human resource. Stimulate, participate and supervise research. Co-ordinate specialist's services for the discipline. Participate in postgraduate and other relevant academic and training program. To conduct quality improvement and clinical programs.
- ENQUIRIES** : Dr. B. Madlala Tel No: 031 459 6410
- APPLICATIONS** : Human Resource Department, R K Khan Hospital Private Bag x 004, Chatsworth, 4030 or Hand delivered to R K Khan Hospital Human Resource Department Ground floor Recruitment Officer Room no. 35
- FOR ATTENTION** : Human Resource Manager
- NOTE** : Applications should be submitted on form Z83 from any Public Service. Department Human Resource Department OR from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Please attach copies of ID, Matric, highest educational qualifications and HPCSA registration. Such copies need not be certified (certified documents will be limited

to shortlisted candidates). Current registration with HPCSA 2021. Updated Curriculum Vitae. Certificate of service endorsed by Human Resource. The reference number must be indicated in the column provided on form Z83 e.g. HR 01/2021. Faxed documents will not be accepted. NB: Failure to comply with the above instructions will result in disqualification. Please note that if you are not contacted within 3 months of the closing date, your application is unsuccessful. Appointments are subjected to positive outcome obtained from State Security Agency (SSA) to the following checks (Security clearance, criminal clearance, credit records, citizenship, verification of Qualification by SAQA and verification from (CIPC) Company Intellectual Property Commission. Applicants in possession of a foreign qualification must attach an evaluation certificate which is obtaining from South African Qualifications Authority (SAQA). Due to financial constraints no S & T or relocation costs will be paid for attending interviews. NB: Relocation is at your own cost.

- CLOSING DATE** : 31 December 2021 @ 16:00 afternoon
- POST 41/148** : **MEDICAL OFFICER GRADE 3 REF NO: OTH CHC 11/2021 (X1 POST)**
- SALARY** : R1 106 037 – R1 382 802 per annum. Other Benefits: 22% Rural Allowance of Basic Salary, Medical aid (optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Othobothini Community Health Centre (Jozini)
- REQUIREMENTS** : Grade 12 (senior certificate). An MBCHB degree. Proof of Current registration with HPCSA as a Medical Practitioner. A minimum of ten (10) years' experience after registration with HPCSA as a Practitioner. Valid driver's license. Foreign candidates require eleven (11) relevant experience after registration with a recognized Foreign Health Professional Council. Non South African citizen applicants need to have a valid work permit. Applicants in possession of foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their application. Certificate of service must be attached as proof of experience. Recommendations: Diploma in HIV & AIDS Management. Knowledge, Skills, Training and Competencies Required: Sound Supervision and leadership skills. Ability to function as a part of multidisciplinary team. Knowledge of health related Acts, policies and regulations. Sound clinical knowledge and skills, and experience in District Health System and Primary Health Care. Computer literacy. Sound negotiation, planning, organizing, decision making and conflict management skills. Good team building and problem solving skills. Knowledge of medical disciplines and management skills. Kindly attach certificate of Service/ Proof of work experience endorsed by HR.
- DUTIES** : Manage performance and staff development of medical and allied health staff. Strengthen clinical governance in the institution in line with National Core Standards. Ensure the provision of safe, ethical and high quality medical care. Provide Leadership, support and supervision to all Medical and Allied Health staff (including Pharmacy, Radiology, Dietetics, Dental, Social work, Optometry and Psychology). Conduct clinical & records audits, morbidity and mortality and perinatal reviews. Actively participate in the institutional strategic and operational planning process. Manage and facilitate the formulation of Medical and Allied Health Services policies and procedures and ensure that these are in line with the current statutory guidelines, regulations and code of ethics. Examination, Diagnosis and management of patients in OPD, Wards and Clinics. Plan, manage and control resources allocated in a cost effective and efficient manner. Maintain discipline and deal with grievances and labour related issues. Assist with information management and analysis. Perform clinical & record audit and participate in Quality Improvement initiatives.
- ENQUIRIES** : Ms. N.I Mthethwa Tel No: 035 572 9002
- APPLICATIONS** : Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.
- NOTE** : Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website-[www.kzhealth.gov.za](http://www.kzhealth.gov.za). Copies of ID, Std 10 certificate, educational qualifications, and certificate of service / proof of experience signed by HR office must be

submitted together with your CV. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

**CLOSING DATE**

: 31 December 2021

**POST 41/149**

: **MEDICAL OFFICER (GRADE 1, 2, 3) REF NO: GS 61/21 (X1 POST)**  
Component: Oncology Department

**SALARY**

: Grade 1: R833 523 per annum  
Grade 2: R953 049 per annum  
Grade 3: R1 106 037 per annum  
All inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime which is subject to the needs of the department. Incumbents will have to sign the commuted overtime contract form.

**CENTRE REQUIREMENTS**

: Greys Hospital, Pietermaritzburg  
: Senior Certificate or equivalent MBCHB Degree Plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner. **Grade 1:** Experience: Not Applicable. Foreign qualified candidates require 1 year relevant experience after registration as a Medical Practitioner with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Experience: 5 years appropriate experience as a Medical Officer after registration with the HPCSA as a Medical Practitioner. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Experience: 10 years' experience after registration with the HPCSA as a Medical Practitioner. Foreign qualified candidates require 11 years relevant experience after registration as Medical Practitioner with a recognized foreign health professional council in respect of foreign qualified employees of whom it is not required performing community service as required in South Africa. Recommendations: 1 year Oncology Experience is an advantage. Knowledge, Skills, Experience and Competencies: Sound clinical knowledge and patient management skills. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Willingness to assess, diagnose and manage cancer patients. Good interpersonal and communication skills.

**DUTIES**

: Conduct out-patient oncology clinics (both new and follow-u patients). Management of oncology in-patients as well as all oncological emergencies. Participation in prescribing and managing chemotherapy as indicated with specialist supervision. Involvement in the provision of radiotherapy, including brachytherapy with specialist supervision. Provision of palliative care. Participation in overtime services. Maintain satisfactory clinical, professional and ethical standards related to the abovementioned services. Assist with departmental research and data capture. Participate in the academic programme and undertake teaching of staff where appropriate. Attend multi-disciplinary team meetings. Deal with emotional, social and physical aspects of disease for patients' and their relatives in an empathetic manner. Maintain meticulous and thorough medical records in accordance with legal and ethical guidelines.

**ENQUIRIES APPLICATIONS**

: Dr L Stopforth Tel No: 033 897 3222, [laura.stopforth@kznhealth.gov.za](mailto:laura.stopforth@kznhealth.gov.za)  
: to be forwarded to: The Human Resources Department, Greys Hospital Private Bag x 9001, Pietermaritzburg, 3200

**FOR ATTENTION NOTE**

: Mrs M. Chandulal  
: Directions To Candidates: The following documents must be submitted: Application for employment form (Z83) which is obtainable at any Government Department OR website, Applicants must submit copies of qualifications, Identity document and drivers license (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from 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 interview following communication from HR. Curriculum Vitae. NB: Failure to comply with the above instructions will disqualify applicants. The circular minute number / reference must be indicated in the column provided on the form Z83 e.g GS 61/21. Please note due to large numbers of applications we envisage to receive, applicants will not be acknowledged. Communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointment is subject to positive outcome obtained from the State security Agency (SSA) to the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications and verification from the Company Intellectual Property (CIPC). It is the applicant's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered. The employment equity target for this post is: African Male

- CLOSING DATE** : 31 December 2021
- POST 41/150** : **OPERATIONAL MANAGER – PRIMARY HEALTH CARE REF NO: IMBALCHC09/2021 (X1 POST)**
- SALARY** : R571 242 – R642 933 per annum. Allowances: 8% rural allowance, 13th cheque, housing allowance and medical aid (employee must meet the prescribed requirements)
- CENTRE REQUIREMENTS** : Impilwenhle Clinic  
Grade 12 (senior certificate). Basic R425 qualification i.e. Degree/Diploma in General Nursing and Midwifery plus 1 year post basic qualification in Primary Health Care as per R212 SANC Regulation. Proof of current registration with SANC (2021 receipt) Current registration with SANC as General Nurse, Midwifery and Primary Health Care Nurse. Experience: A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General nursing. At least five (5) years of the period referred to above must be appropriate/recognizable experience in Primary Health Care as per R212 SANC Regulation. Certificate of service (Proof of current and previous work experience endorsed and stamped by Human Resources Manager must be attached) plus Persal Service record print out where applicable. Recommendation: Degree/Diploma in Nursing Administration. Valid driver's license CODE 8 / (B). Training Certificate in Nurse Initiated and Management of ART (NIMART), attach proof. Computer literacy (MS Word, Excel, Powerpoint and Outlook) Attach proof. Knowledge, Skills and Competencies Required: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counseling skills. Financial and budgetary knowledge pertaining to the resources under management. Insight into procedures and policies pertaining to nursing care. Computer skills in basic programs.
- DUTIES** : Delegate, supervise and coordinate the provision of effective and efficient patient care through adequate nursing care. Facilitate provision of comprehensive package of service at PHC level and implementation of quality improvement programs to comply with NHI. Ensure adequate control of human and material resources including vehicles. Supervise and monitor staff performances according to EPMDS. Evaluate and monitor compliance with clinical protocols, norms and standards. Monitor implementation of performance indicators on a daily, weekly, monthly and quarterly basis, provide feedback to management, analyze data and draw up quality improvement plan and implementation plan. Exercise control of discipline and any other Labour Related issues in terms of laid down procedures. Compile and submit reports timeously. Monitor and evaluate the care and management of all patients through clinical audits. Maintain constructive working relationships with all the stakeholders i.e. inter-professional, inter-sectoral and multi-disciplinary team. Work outside normal working hours and weekends according to community needs. Assists in consultation of patients to reduce waiting

times. Provide direct and indirect supervision of all staff within the unit and give guidance. Monitor implementation of PHC re-engineering in clinic. Supervise Satellite clinics, Family Health Team, School Health Team and Mobile unit in the absence of Assistant Nursing Manager.

**ENQUIRIES** : Mrs NM Chonco Tel No: 033 – 398 9100 EXT: 9140  
**APPLICATIONS** : must be forwarded to: Human Resources Department, Imbalenhle Community Health Centre, Private Bag X 9104, Pietermaritzburg, 3200 or Hand delivered at Imbalenhle Community Health Centre- HR, Unit 3, Thwala Road, Imbali, Pietermaritzburg.  
**CLOSING DATE** : 03 December 2021

**POST 41/151** : **CLINICAL NURSE PRACTITIONER (MENTAL HEALTH) CO-ORDINATOR) REF NO: GTN 20/2021 (X1 POST)**

**SALARY** : Grade 1: R388 974 per annum  
Grade 2: R478 404 per annum  
Other Benefits: 13th Cheque, plus 12% Rural allowance, Medical aid (optional)

**CENTRE REQUIREMENTS** : Greytown Hospital  
Senior Certificate (Grade 12). Diploma/Degree in General Nurse and Psychiatry. Certificate of Registration in General and Psychiatric Nursing with SANC Plus 1 year post basic qualification in Primary Health Care. Current registration with SANC as a Clinical Nurse Practitioner. Valid driver's license. Proof of current and previous work experience endorsed and stamped by Human Resources (must be attached).  
**Grade 1:** A minimum of four (04) years appropriate/ recognizable nursing experience after registration as a Professional Nurse with SANC. **A Grade 2:** minimum of fourteen (14) years recognizable nursing experience after registration as a General Nurse of which at least 10 years of the period referred to above must be appropriate/ recognizable experience after obtaining one (01) year post-basic qualification in the relevant specialty. Knowledge, skills, Training and Competences required. Ability to drive the vehicle to do home visits support visits. Knowledge of Public Service Policy. Knowledge of Batho Pele Principles and Patients' Right Charter. Knowledge of SANC rules and regulations. Good communication, interpersonal and problem solving skills. Sound knowledge of disciplinary processes and grievance procedures. Knowledge of code of conduct, leadership, organizational, decision making, counselling and conflict management skills. Human Resource and finance management skills. Report writing and time management skills. Knowledge of health nursing care processes and procedures. Ability to function well within a team.

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

**ENQUIRIES** : Ms. B.N Mawela Tel (033 4139 400)  
**APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private bag X 5562, Greytown, 3250.

**FOR ATTENTION** : Mr. P Shange  
**NOTE** :

Advertisements and accompanying notes must clearly capture the requirements for certification to reflect that applicants must submit copies of qualifications, Identity document and drivers license (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from the HR of the department regarding the requirements for

certified documents will be limited 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. HR endorsed certificate of service/work experience (c) Curriculum Vitae with full record of service certified copy of Identity Document not more than three months. Failure to comply with the above instructions will disqualify applicants. 2. The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (GTN 17/2021). Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications. Please note that those candidates will not be reimbursed for S&T claims for attending interviews. It is the applicant's responsibility to have qualification, which is a requirement of the post, evaluated by the South African Qualifications authority (SAQA) and to provide proof of such evaluation on the application. Failure to comply will result in the application not being considered. Persons with disabilities should feel free to apply for the post 03 December 2021

**CLOSING DATE**

:

**POST 41/152**

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**CLINICAL NURSE PRACTITIONER (PHC) GRADE 1 OR 2 REF NO: IMBALCHC12/2021 (X1 POST)**

**SALARY**

:

Grade 1: R388 974 – R450 939 per annum  
Grade 2: R478 404 – R588 390 per annum  
Allowances: 8% Rural Allowance, 13th cheque, Housing Allowance and Medical Aid (Employee must meet the prescribed requirements)

**CENTRE REQUIREMENTS**

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Willowfontein Clinic  
Grade 12 or Senior certificate. Degree/Diploma in Nursing Science and Midwifery Plus (1) year post basic qualification in clinical Nursing Science, Health assessment, treatment and care (PHC). Proof of current registration with SANC (2021 receipt). A minimum of 4 years appropriate / recognizable nursing experience as a General Nurse. Certificate of service (Proof of previous and current work experience endorsed and stamped by HR Office must be attached). Recommendation: NIMART - Training Certificate in Nurse Initiated and Management of ART (Attach proof). Computer literacy (Attach proof). Valid driver's license. Knowledge, Skills And Competencies Required : Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, Organizational, decision making and problem solving, conflict handling and counseling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory skills. Good interpersonal relationship skill. Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

**DUTIES**

:

Provide quality comprehensive Primary Health Care by promoting preventative, curative and rehabilitative services for the clients including Outreach services. Ensure proper utilization and safekeeping of basic medical equipment, surgical and pharmaceuticals stock. Provide direct and indirect supervision of all nursing staff and to give guidance. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according to Batho Pele Principles. Execute duties and functions with proficiency and perform duties according to scope of practice. Ensure the clinic complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Ensure the clinic attains, maintains and escalates to the highest Ideal Clinic status and complies with the National Core Standards. 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 in the clinic. Ensure proper utilization of human, material and financial resources and keeping up to date records of resources. Ability to plan and organize own work and that of support personnel to ensure proper nursing care

in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assist patients to develop a sense of self-care. Participate and oversee development and implementation of clinical policies, procedures and guidelines for MNCWH, HAST, NUTRITION, FP, MBFI, PMTCT, MOM CONNECT, and other related programs/projects. Assist the Operational Manager to implement standards, practices, criteria and indicators for quality nursing practices. Collect, analyze and interpret data using standard data collecting tools and undertake management thereof. Implement CCMDD program according to standardized criteria. Participate in staff development using EPMSD System and other work related programs and training. Be in charge of the clinic in the absence of Operational Manager.

- ENQUIRIES** : Mrs NM Chonco Tel No: 033 – 398 9100 EXT: 9140
- APPLICATIONS** : must be forwarded to: Human Resources Department, Imbalenhle Community Health Centre, Private Bag X 9104, Pietermaritzburg, 3200 or Hand delivered at Imbalenhle Community Health Centre- HR, Unit 3, Thwala Road, Imbali, Pietermaritzburg.
- CLOSING DATE** : 03 December 2021
- POST 41/153** : **CLINICAL NURSE PRACTITIONER (PHC) GRADE 1 OR 2 REF NO: IMBALCHC13/2021 (X1 POST)**
- SALARY** : Grade 1: R388 974 – R450 939 per annum  
Grade 2: R478 404 – R588 390 per annum  
Allowances: 8% Rural Allowance, 13th cheque, Housing Allowance and Medical Aid (Employee must meet the prescribed requirements)
- CENTRE** : Azalea Clinic
- REQUIREMENTS** : Grade 12 or Senior certificate. Degree/Diploma in Nursing Science and Midwifery Plus (1) year post basic qualification in clinical Nursing Science, Health assessment, treatment and care (PHC). Proof of current registration with SANC (2021 receipt). A minimum of 4 years appropriate / recognizable nursing experience as a General Nurse. Certificate of service (Proof of previous and current work experience endorsed and stamped by HR Office must be attached). Recommendations: NIMART - Training Certificate in Nurse Initiated and Management of ART (Attach proof). Computer literacy (MS word, Excel, Powerpoint, Outlook) attach proof. Knowledge, Skills and Competencies Required: Knowledge of Nursing care and procedures. Knowledge of SANC Rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programme, Batho Pele principals and Patient Rights Charter. Human Resource Management and basic financial management skills. Leadership, supervisory and report writing skills. Good communication, counseling, interpersonal relations, conflict management, decision making and problem solving skills.
- DUTIES** : Provide quality comprehensive Primary Health Care services by promoting preventative, curative and rehabilitative services for the clients. Ensure proper utilization and safekeeping of basic medical equipment, surgical and pharmaceuticals stock. Provide direct and indirect supervision of all nursing staff and to give guidance. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient's needs and expectations according to Batho Pele Principles. Execute duties and functions with proficiency and perform duties according to scope of practice. Ensure the clinic complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Ensure the clinic attains, maintains and escalates to the highest Ideal Clinic status and complies with the National Core Standards. 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 in the clinic. Ensure proper utilization of human, material and financial resources and keeping up to date records of resources. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assist patients to develop a sense of self-care. Participate and oversee development and implementation of clinical policies, procedures and guidelines for MNCWH, HAST, NUTRITION, FP, MBFI, PMTCT, MOM CONNECT,

and other related programs/projects. Assist the Operational Manager to implement standards, practices, criteria and indicators for quality nursing practices. Collect, analyze and interpret data using standard data collecting tools and undertake management thereof. Implement CCMDD program according to standardized criteria. Participate in staff development using EPMS System and other work related programs and training. Be in charge of the clinic in the absence of Operational Manager.

**ENQUIRIES** : Mrs NM Chonco Tel No: 033 – 398 9100 EXT: 9140  
**APPLICATIONS** : must be forwarded to: Human Resources Department, Imbalenhle Community Health Centre, Private Bag X 9104, Pietermaritzburg, 3200 or Hand delivered at Imbalenhle Community Health Centre- HR, Unit 3, Thwala Road, Imbali, Pietermaritzburg.

**NOTE** : Imbalenhle Community Health Centre is guided by the principle of Employment Equity Act; therefore, all the appointments will be made in accordance with the Employment Equity target of the institution. Preference will be given to African male and People with disability.

**CLOSING DATE** : 03 December 2021

**POST 41/154** : **CLINICAL NURSE PRACTITIONER (NTUMENI CLINIC) REF NO: MBO 16/2021 (X1 POST)**

**SALARY** : Grade 1: R388 974 – R450 939 per annum  
 Grade 2: R478 404 – R588 390 per annum

**CENTRE** : Mbongolwane District Hospital  
**REQUIREMENTS** : Senior certificate/Matric or equivalent. Degree/Diploma in General Nursing Science and Midwifery plus. One (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC. A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse. Proof of previous and current work experience written by supervisor. Attach certificate of service endorsed and stamped by HR Office. Knowledge, Skills, Training and Competencies Required: Knowledge of all applicable legislations such as Nursing Act, Mental Act, OH&S Act, Batho Pele principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling. Good listening and communication skills. Co-ordination and planning skills. Team building and supervisory. Good interpersonal relationship. Good insight of procedures and policies pertaining to nursing care.

**DUTIES** : Provide promotive, preventative, curative and rehabilitative services to the community. Ensure proper utilization and safekeeping of basic medical equipment. Assist in orientation and induction of staff. Provide direct and indirect supervision of all nursing staff. Implement Batho Pele principles. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, Ideal Clinic, Quality and Clinical Audits. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources. Plan and organize own work to ensure proper nursing care in the clinic. Conduct health education to community. Assist in data management. Ensure pharmaceutical management. Assist in the management of mother and child programmes.

**ENQUIRIES** : Mrs SI Mkhwanazi Tel No: 035 4766242  
**APPLICATIONS** : All applications should be posted to: The CEO, Private Bag x126, Kwa-Pett, 3280 or hand deliver to Mbongolwane District Hospital

**FOR ATTENTION** : Human Resource Practices/Chief Executive Office

**NOTE** : The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, copies of certificates, Identity document and Driving License – not certified copies. Requirements for certified documents will be limited

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

<b><u>CLOSING DATE</u></b>	:	03 December 2021
<b><u>POST 41/155</u></b>	:	<b><u>PROFESSIONAL NURSE (SPECIALTY) – PAEDIATRICS REF NO: UMP 10/2021 (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R388 974 – R450 939 per annum Grade2: R478 404 – R588 390 per annum
<b><u>CENTRE REQUIREMENTS</u></b>	:	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 (2021) council receipt. <b>Grade 1:</b> A minimum of four (4) years appropriate / recognizable experience as a Professional Nurse. <b>Grade 2:</b> 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. 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.
<b><u>DUTIES</u></b>	:	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.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs. J. M. Ndlovu 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.
<b><u>FOR ATTENTION NOTE</u></b>	:	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 accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83, Comprehensive Curriculum Vitae, copies of identity document, educational qualifications and

professional registration certificates – NB. Documents need not be certified when applying for the post. Only shortlisted candidates will be requested to submit certified documents on or before the date of interview. Persons with disabilities should feel free to apply for the post. Applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with 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. 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** : 17 December 2021
- POST 41/156** : **CLINICAL NURSE PRACTITIONER REF NO: CJMH12/2021**  
All candidates who had applied for this advertised post should re-apply.
- SALARY** : R388 974 – R450 939 per annum. Other Benefits: 13th Cheque, plus 12% rural allowance is compulsory, Home owner allowance (must meet the prescribed)
- CENTRE** : Ntinini Clinic (X1 Post)  
Mhlungwana Clinic (X1 Post)
- REQUIREMENTS** : Matric or Senior Certificate. Diploma / Degree in General nursing and midwifery. One year post basic qualification in Primary Health Care. One year Post Basic qualification in Primary Health Care. Registration with the S.A.N.C as a registered 2020. A minimum of 4 years appropriate / recognizable experience after registration as a Professional nurse. Proof of current registration with South African Nursing Council as General Nurse. Midwifery and Primary Health Care Nurse. Current S.A.N.C receipt 2020. Proof of current experience endorsed and stamped by Human Resource Office / (certificate of service) must be attached. Knowledge, Skills, Training and Competences Required: Knowledge of all applicable legislation, and guidelines, including scientific nursing principles. Good communication, counselling, conflict management, decision making and problem solving skills. Good interpersonal and listening skills. Co-ordination and planning skills. Ability to relive in the service areas. Team building and supervisory skills.
- DUTIES** : Demonstrate effective communication with patients, supervisor and other clinicians, including report writing. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Assist the unit manager with overall management and necessary support for effective functioning of the clinic. Promote preventive health for clients and community in the clinic. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Work as part of the multidisciplinary team to ensure good Nursing Care in the clinic. Maintain clinical competence by ensuring that scientific principles of nursing care are implemented in a clinic must be able to handle obstetric emergencies and high risk conditions. Supervision of patients and provision of basic patients' needs e.g oxygen, nutrition, elimination fluids and electrolyte balance, safe and therapeutic environment in the clinic using EDL guidelines. Provide direct and indirect supervision of all nursing staff and to give guidance. Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care. Ensure clinical intervention to client including administering of prescribed medication and ongoing observation of patients in the clinic. Provide nursing care that lead to improved service delivery by upholding Batho Pele Principles and Rights Charter. Ensure compliance with and implementation of National Core Standards; deal Clinic Realization and Maintenance, CCMDD, ect.
- ENQUIRIES** : Ms. P. N. Kunene Tel No: (034) 271 6405
- APPLICATIONS** : All application should be forwarded to: Human Resource Office, 92 Hlubi Street C. J. M. Hospital Nqutu, Private Bag X5503, Nqutu, 3135

- FOR ATTENTION NOTE** : Human Resource Manager  
 : Applications should be submitted on form Z83 from any Public Service Department Human Resource Department OR from the website www.kznhealth.gov.za. Copies of ID, Matric, highest educational qualifications and SANC registration. Current registration with SANC 2021. Updated Curriculum Vitae. Certificates of service endorsed by Human Resource Office. The reference number must be indicated in the column provided on form Z83 e.g. CJM 04/2019. Faxed documents will not be accepted. NB Failure to comply with the above instructions with the above instructions will results in disqualification. Please note that if you are not contacted within three months of the closing date, your application is unsuccessful. Every shortlisted applicant will be advised of the outcome of their application in due course. Please note that the successful candidate will be subjected to a pre-employment screening and verification process including CIPS (Companies Intellectual Property Commission) screening. Due to financial constraints no S & T or relocation costs will be paid for attending interviews.
- CLOSING DATE** : 03 December 2021
- POST 41/157** : **HUMAN RESOURCE PRACTITIONER (LABOUR RELATIONS) REF NO: OTH CHC 12/2021 (X1 POST)**
- SALARY** : R261 372 – R307 890 per annum (Level 07). Other Benefits: 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)
- CENTRE** : Othobothini Community Health Centre (Jozini)
- REQUIREMENTS** : Senior Certificate/ Grade 12, Degree/National Diploma in Human Resource Management/ Labour Relations/Public Management/ Administration. Recommendations: 3-5 years' experience in labour Relations, Valid driver's license, Computer literacy, MS Office Software applications and Persal Certificate. 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. Knowledge, Skills, Training and Competencies Required: Knowledge and understanding of Labour Relations framework and Persal, Problem solving, decision-making, communication and interpersonal skills, Good planning and organizing skills, Good verbal and written communication skills, Conflict resolutions skills, Investigating and presiding skills, Ability to maintain high level of confidentiality, Ability to work as a team, under pressure and meet deadlines, Sound knowledge of relevant legislation, policies and procedures, Computer literacy with emphases to Persal.
- DUTIES** : 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 APPLICATIONS** : Mr. L.S Zulu Tel No: 035 572 9002  
 : Please forward applications quoting reference number to: Human Resource Management Service, Othobothini CHC, Private Bag X 12, Jozini, 3969 OR hand deliver to Othobothini CHC HR Department.
- NOTE** : Applications must be submitted on the Application for Employment Form (Z83), which is obtainable at any Government Department or from website-www.kzhealth.gov.za. Copies of ID, Std 10 certificate, educational qualifications, and certificate of service / proof of experience signed by HR office must be submitted together with your CV. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful. African males are most welcome to apply

**CLOSING DATE** : 03 December 2021

**POST 41/158** : **PROFESSIONAL NURSE GENERAL STREAM REF NO: SAHELIM 05/2021 (X1 POST)**  
Re-Advertisement

**SALARY** : Grade 1 R260 760 per annum  
Grade 2 R320 703 per annum  
Grade 3 R388 974 per annum  
Other Benefits: 13th cheque, 12% Rural Allowance, Home Owners Allowance (Employee must meet prescribed requirements), Medical Aid (Optional)

**CENTRE REQUIREMENTS** : ST Andrews Hospital – Elim Clinic  
: **Grade 1:** Senior Certificate. Diploma/ Degree in General Nursing and Midwifery. Current registration with SANC as a General Nurse and Midwifery. **Grade 2:** Senior Certificate. Diploma/ Degree in General Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery. A minimum of 10 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. **Grade 3:** Senior Certificate. Diploma/ Degree in General Nursing and Midwifery, Current registration with SANC as a General Nurse and Midwifery. A minimum of 20 years appropriate recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. 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** : Provide directions and supervision for the implementation of the nursing plan (clinical practice/quality patient care. Administer treatment plan of common or minor primary health conditions presented at primary care facilities in accordance with prescribed norms and standards, guidelines and treat conditions of patients as prescribed. 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 and intervention, keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources.

**ENQUIRIES APPLICATIONS** : Mrs VV Ncume Tel No: 039 433 1955 EXT 259  
: should be forwarded: The Chief Executive Officer. ST Andrews Hospital, Private Bag X1010 Harding, 4680 or Hand Delivery: 14 Moodie Street, Harding 4680.

**FOR ATTENTION NOTE** : Human Resource Manager  
: 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, copy of Identity Document and Driver's License. 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, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the

closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. 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**

:

03 December 2021