

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

The Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer and is committed to the promotion of diversity and equity in employment. Women and people living with disabilities are encouraged to apply. The Department of Agriculture and Rural Development reserves the right not to fill any advertised post. Invited candidates will attend interviews at their own cost.

- APPLICATIONS** : All applications must be addressed to the Head of Department and for reference numbers starting with SSC may be hand delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag X6005, Hilton, 3245. All applications for reference numbers starting with NSC may be hand delivered or couriered to Lot no. 11634, Corner of Via Verbena and Loop Street, Veldenvlei, Richards Bay, 3900. Applications may also be posted to Private Bag X1048, Richards Bay, 3900. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. Applicants may also submit their completed and signed Z83 application forms and CV's directly to the following email addresses: kznjobssouth@kzndard.gov.za for reference numbers starting with SSC OR kznjobsnorth@kzndard.gov.za for reference numbers starting with NSC. Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No late applications will be accepted. Failure to comply with the above instructions will result in the disqualification of your application. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful.
- CLOSING DATE** : 13 September 2024
- NOTE** : Applicants using the manual application process must submit their applications on the prescribed form Z83 (Please use the New Z83 form which is effective from 01 January 2021) obtainable from any Public Service Department or at www.dpsa.gov.za and all applications must be accompanied by a comprehensive CV. Applicants must ensure that the Z83 application form is completed in full, duly signed and initialled, as failure to do so may lead to disqualification of the application during the selection process. Only shortlisted candidates will be required to submit certified copies of qualifications and other related/supporting documents on or before the day of the interview following the communication from Human Resources. Applicants are discouraged from sending applications through registered mail because the Department will not be responsible for non-collection of these applications. Note For all SMS posts, appointments will be subject to submission of the pre-entry certificate into the SMS obtainable from the National School of Government.

MANAGEMENT ECHELON

- POST 31/297** : **DIRECTOR: HOD EXECUTIVE SUPPORT REF NO: SSC02/2024**
- SALARY** : R1 216 824 per annum (Level 13), all-inclusive salary SMS package is payable to the successful candidate subject to the signing of a mutually agreed performance agreement within one month of assumption of duty. The successful candidate will be subjected to security clearance and is required to disclose financial interest.
- CENTRE REQUIREMENTS** : Cedara – Head Office
: A Bachelor degree (NQF level 7) in Office Administration or Public Management and a valid driver's license. Experience: 5 years' relevant middle management experience. Knowledge: RSA Constitution, PSA, PSR, PFMA, LRA, EPMDS, BCEA, Community Development, Project Management Principles, Social Dynamics of KZN communities, Youth Development Policy, National and Provincial Practice Notes, SCM Practices and Procedures, Promotion of Access to Information Act, Human Rights Act, Bill of Rights, Skills Development Act, Higher Education and Training Act, Further Education and Training Act, HRD Strategy of South Africa, Treasury Regulations, Criminal Procedure Act, KZN Citizen's Charter, Security Management Act, Ministerial Handbook, Promotion of Equality and Prevention of Unfair Discrimination Act. Skills: Language proficiency, listening, presentation, analytical thinking, interpersonal

		relations, computer skills, strategic planning skills, organizational, research, analytical, leadership, financial management, time management, report writing, problem solving, communication, conflict management, change management, self-disciplined and ability to work under pressure with minimum supervision, project management, people management and relationship management.
<u>DUTIES</u>	:	Manage the provision of administration support services. Manage the provision of operational coordination support. Provide support to the Head of Department with regard to meetings. Manage provision of organizational risk management services. Manage the development and implementation of policies. Manage the resources of the Directorate.
<u>ENQUIRIES</u>	:	Ms NZ Ndlela Tel No: (033) 355 9624
<u>POST 31/298</u>	:	<u>DIRECTOR: MANAGEMENT ADVISORY SERVICES REF NO: SSC03/2024</u>
<u>SALARY</u>	:	R1 216 824 per annum (Level 13), all-inclusive salary SMS package is payable to the successful candidate subject to the signing of a mutually agreed performance agreement within one month of assumption of duty. The successful candidate will be subjected to security clearance and is required to disclose financial interest.
<u>CENTRE REQUIREMENTS</u>	:	Cedara – Head Office A degree in Production Management / Operations Management / Management Services / Public Administration / Human Resource Management (NQF level 7) and a valid driver's license. Experience: 5 years' middle management experience in an Organisational Development / Management Advisory Services' environment. Knowledge: RSA Constitution, PSA, PSR, LRA, PFMA, EPMDs, BCEA, Project Management Principles, Skills Development Act, Norms and Standards, Cost Benefit Analysis, HR Practices, Compilation of job descriptions, relevant legislations and policies, general office administration practices, Work Study principles and techniques, Business Process Management, performance management, Organisational Design Principles, Management practices and Job Evaluation processes. Skills: Language, listening, analytical thinking, organizing, planning, computer literacy, presentation, communication, report writing, conflict resolution, problem solving, project management, people management, decision making, financial management, leadership skills, policy analysis and development, negotiation, and interpersonal relations.
<u>DUTIE</u>	:	Manage the design and maintenance of organisational structures and post establishment of the department. Manage human resource planning services. Manage job profiling and job evaluation services. Manage the development and implementation of policies and procedures. Manage the resources of the Directorate.
<u>ENQUIRIES</u>	:	Ms NZ Ndlela Tel No: (033) 355 9624
<u>POST 31/299</u>	:	<u>DIRECTOR: HUMAN RESOURCE DEVELOPMENT REF NO: SSC04/2024</u>
<u>SALARY</u>	:	R1 216 824 per annum (Level 13), all-inclusive salary SMS package is payable to the successful candidate subject to the signing of a mutually agreed performance agreement within one month of assumption of duty. The successful candidate will be subjected to security clearance and is required to disclose financial interest.
<u>CENTRE REQUIREMENTS</u>	:	Cedara – Head Office A Bachelor degree (NQF level 7) in Human Resource Management or Public Administration and a valid driver's license. Experience: 5 years' middle management experience in a Human Resource Development environment. Knowledge: RSA Constitution, NDP 2030, PSA, PSR, PFMA, LRA, EPMDs, BCEA, Treasury Regulations, Skills Development Act, Practice Notes in the Public Service, National/Provincial/Departmental HRD and related policies and strategies. Skills: Presentation, facilitation, analytical thinking, interpersonal relations, computer, strategic planning, organizational, financial management, time management, report writing, problem solving, communication, leadership, project management, project planning, relationship management, decision-making, conflict resolution, policy development and interpretation, creativity. Innovation, motivational and influencing.
<u>DUTIES</u>	:	Manage skills development services. Manage performance management and development services. Manage the implementation of HRD Programmes (North and South Service Centres). Manage the development and implementation of HRD strategies, policies and procedures. Manage the resources of the Directorate.
<u>ENQUIRIES</u>	:	Ms NZ Ndlela Tel No: (033) 355 9624

OTHER POSTS

<u>POST 31/300</u>	:	<u>SCIENTIFIC MANAGER GRADE A: GRASS AND FORAGE RESEARCH SERVICES REF NO: SSC05/2024</u>
<u>SALARY</u>	:	R1 042 170 per annum, (all-inclusive salary OSD package)
<u>CENTRE</u>	:	Cedara – Head Office
<u>REQUIREMENTS</u>	:	A four-year Agricultural Science degree and an M.Sc in Agriculture (Grass & Forage / Pasture Sciences) and a valid driver's license. Experience: 6 years post M.Sc degree relevant experience. Knowledge: Sound understanding of agricultural research methodologies and application of practices and techniques of field of expertise. Skills: Sound technical and generic skills are required in the field of expertise. Technical: Analytical skills and data analysis, scientific methodology and models, research and development, writing i.e. scientific papers, technical reports, popular articles, scientific editing and reviewing, communication at a scientific and technical level and at an informative level, programme and project management, presentation, computer aided scientific applications, professional judgement, policy development and analysis, livestock husbandry. Generic: leadership, mentorship, conflict management, financial management, planning and organizing, problem solving and analysis, creativity, decision making, change management, customer focus and responsiveness, communication, innovation, computer literacy, customer focus and responsiveness, networking, creating a high performance culture.
<u>DUTIES</u>	:	Ensure the development and implementation of policies, systems and procedures. Provide strategic leadership and direction. Manage scientific research to improve expertise. Manage the budget and assets of the sub-directorate. Manage the human resources of the sub-directorate.
<u>ENQUIRIES</u>	:	Mr M Magawana Tel No: (033) 355 9258
<u>POST 31/301</u>	:	<u>PRINCIPAL REF NO: NSC02/2024</u>
<u>SALARY</u>	:	R849 702 per annum (Level 11), (all-inclusive salary MMS package)
<u>CENTRE</u>	:	Owen Sitole College of Agriculture (OSCA)
<u>REQUIREMENTS</u>	:	A B.Sc in Agriculture /Bachelor of Agriculture plus an Honours degree in Agriculture (NQF 8) and a valid driver's license. Experience: 3 years' experience in an academic institution environment. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, PFMA, EPMDs, BCEA, project management principles, Higher Education Act, Continuing Education and Training Act and accreditation bodies. Skills: Formal training and presentation, language, listening, interpersonal relations, computer, organisational development, leadership, time management, report writing, problem solving, communication, conflict management, change management, project management, relationship management, decision making, facilitation, negotiation, policy analysis and financial management.
<u>DUTIES</u>	:	Manage the provision of structured agricultural education. Provide student support administration and infrastructure improvement. Manage the provision of training resources and library services. Develop policies and strategies. Manage resources of the sub-directorate.
<u>ENQUIRIES</u>	:	Dr. FNP Qwabe Tel No: (033) 355 9113
<u>POST 31/302</u>	:	<u>DEPUTY DIRECTOR: SECURITY SERVICES REF NO: SSC06/2024</u>
<u>SALARY</u>	:	R849 702 per annum (Level 11), (all-inclusive salary MMS package)
<u>REQUIREMENTS</u>	:	A degree or National Diploma in Security Management (NQF 6) and a valid code B driver's license. Experience: 3 – 5 years' junior management experience in Security Management. Knowledge: Sound knowledge of RSA Constitution, Minimum Information Security Standards (MISS) document, NIA Directives, Control of Access to Public Premises and Vehicle Act, National Key Point Act, State Security Agency Directives, Promotion of Access to Information Act, Minimum Physical Security Standards (MPSS), National Strategic Intelligence Act, Public Service Act and Regulations, PFMA, Access to Information Act, Administration Justice Act, Criminal Procedure Act, Occupational Health and Safety Act, Memorandum of Understanding of VIP Services, Departmental Security Policy, Electronic Security Systems, Control Room Operation, Events Management and SSA Security Manager's Course. Skills: Planning and organizing, investigation, interpersonal relations, negotiation skills, research and data analysis, report writing, presentation, leadership, supervision, diplomacy, facilitation, project planning/management, decision making, conflict management, computer skills.
<u>DUTIES</u>	:	Manage provision of physical security support services (Personnel, Assets, building). Develop and implement vetting and classified documents policies and procedures. Promote security consciousness and awareness. Manage

	:	conducting of security assessment and making recommendation for corrective action. Management of the resources of the sub-directorate.
<u>ENQUIRIES</u>	:	Mr ZDZ Mbatha at 082 808 1284
<u>POST 31/303</u>	:	<u>ASSISTANT DIRECTOR: RECRUITMENT, SELECTION AND SALARY ADMINISTRATION REF NO: NSC03/2024</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R444 036 per annum (Level 09) North Service Centre – Richards Bay A National Diploma in Human Resource management (NQF 6) and a valid driver's licence. Experience: 3 years' supervisory experience in human resource administration. Knowledge: Public Service Act, Public Service Regulations, Relevant PERSAL administration, departmental HR Policies, relevant Human Resource Legislation, EPMDS, Basic Conditions of Employment Act, SMS Handbook and the Ministerial Handbook. Skills: Communication (verbal and written), computer, presentation, supervisory, time management, report writing, problem solving, conflict management, project planning, policy analysis and interpretation.
<u>DUTIES</u>	:	Manage Recruitment and Selection. Manage HR Provisioning Services. Manage Salary Administration. Provide advice and guidance on HR related matters, provide inputs to policy and reporting. Manage resources of the unit.
<u>ENQUIRIES</u>	:	Mrs RN Ndwandwe Tel No: (033) 343 8498
<u>POST 31/304</u>	:	<u>ASSISTANT DIRECTOR: LEAVE ADMINISTRATION REF NO: NSC04/2024</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R444 036 per annum (Level 09) North Service Centre – Richards Bay A National Diploma in Human Resource Management (NQF 6) and a valid driver's licence. Experience: 3 years' supervisory experience in human resource administration. Knowledge: Public Service Act, Public Service Regulations, Relevant PERSAL functions and procedures, relevant departmental / provincial HR / National Policies and Procedures, relevant DPSA Directives governing leave management in the Public Service, relevant Bargaining Chamber Resolutions, EPMDS, Basic Conditions of Employment Act, Labour Relations Act, Whitepaper on Transformation of the Public Service. Skills: Language, listening, presentation, interpersonal, computer, supervisory, time management, report writing, problem solving, communication, conflict management, project planning, innovation, creativity and policy analysis and interpretation.
<u>DUTIES</u>	:	Management of leave including payments of leave gratuities. Management of incapacity leave. Management of leave auditing. Provide advice and guidance on HR related matters, inputs to policy and reporting. Manage resources of the unit.
<u>ENQUIRIES</u>	:	Mrs RN Ndwandwe Tel No: (033) 343 8498
<u>POST 31/305</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: OFFICE OF THE HOD REF NO: SSC07/2024</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R376 413 per annum (Level 08) Cedara – Head Office A National Diploma or Degree in Public Management / Public Administration and a valid code B driver's licence. Experience: 3 years' administration experience in a Public Management environment. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, PFMA, Labour Relations Act, Intergovernmental Relations Framework Act, EPMDS, Basic Conditions of Employment Act, Public Participation, Project Management Principles, National and Provincial Practice Notes, SCM Practices and Procedures, Treasury Regulations, Intergovernmental Matters, Ministerial Handbook. Skills: Language, listening, analytical thinking, interpersonal, computer, strategic planning, organisational, research, financial management, time management, report writing, problem solving, communication, self-disciplined and ability to work under pressure with minimum supervision, leadership, project management, people management, relationship management, decision making and diplomacy.
<u>DUTIES</u>	:	Provide office support services. Maintain and update records management for the office of the HOD. Provide input in policy development. Administer the reception for the HOD's office. Manage resources of the office.
<u>ENQUIRIES</u>	:	Mr N Mdlalose Tel No: (033) 355 9690

<u>POST 31/306</u>	:	<u>HUMAN RESOURCE OFFICER SUPERVISOR: SERVICE CONDITIONS REF NO: SSC08/2024</u>
<u>SALARY</u>	:	R308 154 per annum (Level 07)
<u>CENTRE</u>	:	South Service Centre – Hilton
<u>REQUIREMENTS</u>	:	A Senior Certificate and a valid driver's licence. Experience: 3 years' experience in human resource administration. Knowledge: Public Service Act, Public Service Regulations, Relevant PERSAL functions and procedures, relevant Departmental / Provincial HR / National Policies and Procedures, relevant DPSA Directives governing service conditions in the Public Service, relevant Bargaining Chamber Resolutions, EPMDS, Basic Conditions of Employment Act, Labour Relations Act, Whitepaper on Transformation of the Public Service. Skills: Language, listening, presentation, interpersonal, computer, supervisory, time management, report writing, problem solving, communication, conflict management, project planning, innovation, creativity and policy analysis and interpretation.
<u>DUTIES</u>	:	Supervise the implementation of Service Benefits. Supervise the implementation of Exits. Provide human resource administration support services. Facilitate the provision of inputs into policies, procedures and plans. Supervise the resources of the Unit.
<u>ENQUIRIES</u>	:	Mrs RN Ndwandwe Tel No: (033) 343 8498

DEPARTMENT OF HEALTH

The Department of Health is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference

OTHER POSTS

<u>POST 31/307</u>	:	<u>HEAD CLINICAL UNIT (MEDICAL) - GRADE 1: REF NO: DPKISMH05/2024 (X1 POST)</u> Component: Adult ICU & Critical Care Services
<u>SALARY</u>	:	Grade 1: R1 976 070 - R2 097 327 per annum. All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules. Other Benefits: Compulsory Commuted Overtime (Determined by service delivery demands) & Medical Aid (Optional).
<u>CENTRE</u>	:	Dr Pixley Ka Isaka Seme Memorial Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12 or equivalent. Appropriate tertiary qualification in the Health Science (MBCHB), or equivalent. Registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist. Sub-specialist qualification in Critical Care and registration as sub-specialist with HPCSA. A minimum of 5 years appropriate experience as Medical Sub-Specialist after registration with the HPCSA as a Medical Sub-Specialist in Critical Care. Current registration with Health Professions Council of South Africa (HPCSA) as a Medical Sub-Specialist: Critical Care (2024/2025). Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates. Recommendation: Experience in a regional or tertiary Public Health facility. Knowledge, Skills, Training and Competencies Required: Visionary, leader and team player. Knowledge of appropriate specialist procedures and protocols within field of expertise. Assessment, diagnosis and management of patients within the field of expertise. Integration and collaboration within a multidisciplinary team. Understanding of basic HR matters including Labour Relations. Control of budget, monitoring expenditure and project management. Equipment and consumables procurement and knowledge of supply chain processes. Managerial and financial management skills. Computer skills and Driver's license. Effective and appropriate communication. Problem solving and conflict management. Concern of excellence, Courtesy and interpersonal skills. Stress tolerance, innovation and self-drive. Awareness of cross-cultural differences. Ability to understand and navigate health facility systems.
<u>DUTIES</u>	:	Execute duties and functions with proficiency, to support the aims and objectives of the institution that are consistent with standards of patient care and to perform duties / functions that fall within the reasonable prescripts of acceptable legislation. Co-ordinate specialist services for the discipline. Provide clinicians with expert advice and opinion to aid diagnosis, management and treatment of patients. Conduct in-patient care and provide expert opinion where required. Participate in the provision of a 24-hour service. Provide vision, strategic direction and inspire employees to deliver excellent, quality health services. Develop and strengthen clinical governance. Provide out-reach and in-reach services as per demand. Advise and assist in the co-ordination of

critical care services in the region including services at referral district facilities. Develop and manage an interlinked two-way referral pathway within the district and province. Manage the performance of allocated human resources. Develop and co-ordinate the on-going delivery of under- and post-graduate teaching and training in specialized fields. Participate in postgraduate and other relevant academic and training programmes. Ensure that the environment complies with Health and Safety Act and that staff adheres to safety precautions. Encourage and motivate staff to attain optimal productivity. Formulate and manage protocols in accordance with departmental policies that will have a positive impact on staff/service and ensure that staff are aware of these. Compile medium- and long-term expenditure framework to implement fiscal measures on an ongoing basis. Provide measures and guidance on quality assurance and improvement. Manage a cost centre effectively and efficiently. Minimize complaints or litigation through staff and patient involvement.

- ENQUIRIES** : Dr HA Hlela Senior Medical Manager Tel No: (031) 530 1471
 Dr N Mpuku Manager: Medical Services Tel No: (031) 530 1424
- APPLICATIONS** : To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2)
 Kwamashu or Emailed to: pixley.recruitment@kznhealth.gov.za
- FOR ATTENTION NOTE** : Deputy Director: HRM
 The following documents must be submitted, Application for employment form (New Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. No attachments on application, only New Z83 and CV. All required information on the Z83 form must be provided. Detailed Curriculum Vitae must accompany the application from Z83. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH01/2024. 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. T Applicants in possession of a foreign qualification must produce an evaluation certificate from the South African Qualifications Authority (SAQA) on or before the day of the interview. Non- RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together on or before the day of the interview. 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). Please note the employment equity for these posts is an African Male. 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. The filling of these posts is subject to availability of budget.
- CLOSING DATE** : 13 September.2024
- POST 31/308** : **MEDICAL SPECIALIST REF NO: S02/2024**
 (Sub-Specialty Training: Clinical Haematology Haematopathology)
- SALARY** : R1 271 901 per annum. Salary package is subject to OSD determination plus commuted overtime depending on needs of the Discipline/Institution.
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
 Tertiary qualification (MBCHB) or equivalent; Plus FCPATH (SA), current registration for Independent Practice as a Medical Specialist Haematopathologist with the Health Professions Council of South Africa, valid driver's license (Code 08). Preference will be given to candidates with previous experience in managing allogeneic and autologous stem cell transplant patients, as well as candidates with at least two (2) years' experience as a specialist. Knowledge, Skills, Training and Competencies Required: Basic knowledge of Medical Practice Ethics, ability to manage patients independently, ability to learn, innovate and be prepared to work overtime, good interpersonal skills, an interest in conducting research, knowledge and respect of the Patients' Rights Charter and Batho Pele Principles. Core Functions/Duties: Participation in academic and teaching programmes and meetings in the respective Departments, responsibility for care of patients at designated levels/sites, e.g. Outpatients, Wards, Theatres, ICUs etc., management of patients under supervision, attendance at ward rounds and/or tutorials, supervision and teaching of undergraduates, provision of after-hours care for emergency services, clerking and keeping of comprehensive records of patients in the hospital file, outreach activities as deemed necessary by the Clinical Supervisor. The Department reserves the right not to fill post (s).
- ENQUIRIES** : Mrs R Erasmus Tel No: (033) 395 2742 / 2472

APPLICATIONS : All applications must be addressed to Mrs R Erasmus, Human Resource Management Services, Registrar Programme, Department of Health, Private Bag X9051, Pietermaritzburg, 3200 or hand deliver to Mrs R Erasmus, Human Resource Management Services, Registrar Programme, 330 Langalibalele Street, Natalia Building, Room 6-106 South Tower Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details. Applicants are encouraged to apply for the posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address Headoffice.Jobapplication@kznhealth.gov.za

FOR ATTENTION NOTE : Mrs R Erasmus, Human Resources Tel No: (033) 395 2742 / 2472
 : Training will take place at various sites for each Discipline. The site for training and subsequent rotations will be determined by the Academic Head of Discipline/Head Clinical Unit. Sub-speciality training will be a contract appointment for 3/4 years, depending on the Discipline. For a 3 year contract, 2 years will be for training and 1 year for service. For a 4 year contract, 3 years will be for training and 1 year for service. All trainees will be expected to register with the University at their own expense. All trainees will be required to sign a contract which includes training AND service responsibilities. Trainees will be required to complete Performance Agreements and assessments as stipulated by the Department. Sub-specialty trainees will be required to complete Clinical and Academic assessments as stipulated by the Department. Please note that the formal offer of a Sub-specialty training will be dependent upon proof of successful completion of the required examinations. The interview process will also consist of technical and practical aspects as well as an Ethical Assessment. The following documents must be submitted: Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za. Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and years of experience written in full e.g. S.01/2024. Copies of Qualifications, Registration Certificates and driver's license must not be submitted when applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview. The Reference Number must be indicated in the column provided on the form Z.83. Applicants are discouraged from sending applications through registered mail because the Department will not be responsible for non-collection of these applications. No late applications will be accepted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Non- SA Citizens/ Permanent Residents / Work permit holders must provide documentary proof on or before the day of the interview. Failure to comply may result in the application not being considered. 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). Persons with disabilities should feel free to apply for the post/s. Failure to comply with the above instructions will disqualify applicants. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. 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. Department reserves the right not to fill this post.

CLOSING DATE : 13 September 2024

POST 31/309 : **MEDICAL OFFICER GRADE1, 2 OR 3 REF NO: DPKISMH07/2024 (X1 POST)**
 Component: Adult ICU & High Care Services

SALARY : Grade 1: R949 146 - R1 021 911 per annum
 Grade 2: R1 082 988 - R1 182 183 per annum
 Grade 3: R1 253 415 - R1 561 734 per annum
 All-inclusive package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules.

CENTRE REQUIREMENTS : Dr Pixley Ka Isaka Seme Memorial Hospital
 : Experience: **Grade 1:** Appropriate qualification plus registration with HPCSA as a Medical Practitioner. No experience required. **Grade 2:** Appropriate qualification plus five (05) years' experience after registration with HPCSA as a Medical Practitioner. **Grade 3:** Appropriate qualification plus ten (10) years' experience after registration with HPCSA as a Medical Practitioner. Other Benefits: Compulsory Commuted Overtime (Determined by service delivery demands) & Medical Aid (Optional). Senior Certificate. An appropriate tertiary

qualification (MBChB) Plus registration certificate with HPCSA as a Medical Practitioner. Current registration with HPCSA as a Medical Practitioner (2024/2025). Completion of Community Service. Certificate of Service from previous and current employer endorsed by Human Resource Department will be required from shortlisted candidates. Recommendation: Unendorsed valid code B divers' license (Code 08). Knowledge, Skills, Training and Competencies Required: Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills. Ability to work in multi-disciplinary team setting. Have some knowledge and skills in Critical care. Ability to work and maintain meaningful relationships with a diverse community. Ability to make a positive contribution in a busy department. Resilience and ability to cope with change.

- DUTIES** : Assist with the provision of critical care service as determined by the Head of Critical Care at Dr Pixley Ka Isaka Seme Memorial Hospital. Participate in the delivery of critical care services in Durban. Provide initial resuscitative and peri-operative surgical or medical care of patients. Ensure that the scientific principles of critical care are maintained. Ensure sound labour relations in compliance with the relevant legislation while maintaining the interest of the patients. To participate in clinical audit programmes as and when requested. To assist in outreach programmes. To provide training for nurses, junior staff, interns and medical students. Applicants in possession of a foreign qualification must produce an evaluation certificate from the South African Qualifications Authority (SAQA) on or before the day of the interview. Non- RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof together on or before the day of the interview.
- ENQUIRIES** : Dr HA Hlela Senior Medical Manager Tel No: (031) 530 1471
Dr N Mpuku Manager: Medical Services Tel No: (031) 530 1424
- APPLICATIONS** : To be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) Kwamashu or Emailed to: pixley.recruitment@kznhealth.gov.za
- FOR ATTENTION** : Deputy Director: HRM
- NOTE** : 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. No attachments on application, only New Z83 and CV. All required information on the Z83 form must be provided. Detailed Curriculum Vitae must accompany the application from Z83. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on form Z83 e.g. DPKISMH01/2024. 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 shortlisted 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). Please note. The Employment Equity for these posts is an African Male. 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. The filling of these posts is subject to availability of budget.
- CLOSING DATE** : 13 September 2024
- POST 31/310** : **MEDICAL OFFICER (01) GRADE 1, 2 OR 3 REF NO: UGU/03/2024**
- SALARY** : Grade 1: R949 146 per annum, all-inclusive package
Grade 2: R1 082 988 per annum, all-inclusive package
Grade 3: R1 253 415 per annum, all-inclusive package
Other Benefits: Rural allowance (claim basis) Commuted overtime (optional)
- CENTRE** : Ugu Health District - Park Rynie MLM
- REQUIREMENTS** : **Grade 1:** Senior certificate/matric or Grade 12, MbChB degree plus registration with HPCSA as a Medical Practitioner. **Grade 2:** requires appropriate qualification, registration certificate plus 5 years' experience after registration as a Medical Practitioner. **Grade 3:** requires appropriate qualification, registration certificate plus 10 years' experience after registration as a Medical Practitioner. Valid code EB driver's license (code 8). Non-South African citizen applicants – a Valid Work Permit In accordance with HR Circular 49/2008 obtainable from any government department. Knowledge: Knowledge of access to information act & relevant procedures. Knowledge of mortuary and its operation. High level of integrity & confidentiality. Knowledge of Inquest Act. Knowledge of National Health Act. Knowledge of Births and Deaths Registration Act. Knowledge of Health Professionals Act. Knowledge of post

mortems and procedures. Knowledge of the Criminal Justice System. Knowledge of court etiquette and rules of trial. Knowledge of crime scene procedures. Report writing skills. Excellent communication skills Computer literacy. Knowledge of Occupational Health & Safety Act and Infection Prevention Control Guidelines. Ability to work under traumatic and stressful environment.

- DUTIES** : Detailed external examination of corpses and careful documentation of findings. Supervision of the protection of a body. Dissection of the viscera. Dictation of findings pertaining to the pathology as well as trauma noted during the dissection. Collection of relevant specimens for evidentiary material. Maintenance of the chain of custody of report and specimens taken. Preparation of draft report and review of final autopsy report. Maintain compliance to the turnaround time of post mortem reports. Oral testimony in Court. Participate in CPD activities of the services. Required to perform overtime and shift duties. Develop appropriate skills and competencies to Forensic Pathology Officers. Improve governance including regulatory framework and policies. Supervise staff assisting with post mortem examination
- ENQUIRIES** : Mr. D.O Magubane Tel No: (039) 976 0002
- APPLICATIONS** : Application to be forward to: The Human Resource Manager, Ugu Health District Office, Private Bag X735, Port Shepstone, 4240 or hand delivered to Ugu Health District Office, 41 Bisset Street, Port Shepstone or via email at UguDistrictHealth.HRJobApplication@kznhealth.gov.za
- FOR ATTENTION** : Mr. J.L. Majola
- NOTE** : Applications must be submitted on the prescribed application for employment form (Z83) and Curriculum Vitae ONLY. Only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The reference number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. 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. Non-RSA Citizens/Permanent Residents/Work Permit holders must submit documentary proof only when they are shortlisted.
- CLOSING DATE** : 13 September 2024
- POST 31/311** : **OPERATIONAL MANAGER NURSING PHC (HAST UNIT) REF NO: CTK 05/2024**
Branch: Human Resources
- SALARY** : R627 474 - R703 752 per annum. Plus Other Benefits: 8% Inhospitable Allowance, 13th Cheque, Medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Christ The King Hospital
- REQUIREMENTS** : Grade 12 (senior certificate). Basic R425 qualification i.e. Degree / Diploma in General Nursing and midwifery allows registration with SANC as a Professional Nurse plus (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC). Current registration with SANC as General Nurse and midwifery and Primary Health Care. A minimum of 9 years appropriate/ recognizable nursing experience after registration as General Nurse of which 5 years must be appropriate/ recognizable experience after obtaining the one year post basic qualification in Primary Health Care. Verification of employment endorsed and stamped by HR Office will be requested (only if shortlisted). Recommendations: Valid Code EB Driver's license (Code8). Computer literacy. Diploma/Degree in Nursing Administration and Management, NIMART Training Knowledge, Skills, Training and Competences Required: Good report writing and time management skills. Understanding of nursing legislation, ethical nursing practices and how these impacts on service delivery. Ability to provide mentoring, team building, supervisory skills and coaching to her/his supervisees. Good communication, interpersonal relations, counselling, conflict management skills and decision making. Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele. Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures and Finance policies etc. Leadership,

organizational, decision making and problem solving, conflict handling and counselling. Co-ordination and planning skills. Ability to assist in formulation of patient care related policies.

DUTIES

: Develop sub-district HAST business Plan. Develop sub-district HAST Operational Plan as per District Health Plan. Conduct support supervision & trainings to all the hospital units and 11 clinics. Monitor performance of HAST indicators through nerve centre meetings and Facility Information meetings. Supervise and manage all these HAST resources allocated to the sub-district. Monitor functionality of data collecting systems and reporting of malfunction. Develop and maintain constructive working relationship with all CCMT/HAST stakeholders as well as other institutional and community sectors. Attend and represent the department during OSS meetings. Monitor submission of reports for WAC, LAC and present them to the DAC Liaise with the District HAST/PMTCT&TB Coordinator on update and monitoring of HAST programme within uBuhlebezwe Sub-district. Liaise with community leaders and MMC mobilisers for effective rollout of MMC programme. Monitor the performance of Traditional coordinators on MMC mobilization and report their performance on target. Monitor implementation of DMoC program. Work with data management teams to analyse statistics and measure impact in improvement of the programme. Attend all sub-district data management meetings and assist with the development of facility Improvement Plans. Monitor the facility priority programmes against achieving 95 95 95 targets. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Supervise and monitor staff performance according to EPMDS. Facilitate provision of clinical services, educational services and be involved in medical research through clinical governance.

**ENQUIRIES
APPLICATIONS**

: Miss PNS Shezi (PHC Manager: CTK Hospital) Tel No: (039) 834 7533
: Applications may be forwarded to: Assistant Director: HRM, Private Bag X542, Ixopo, 3276 or Hand delivered to: Christ the King Hospital, Human Resource Office, No 1 Peter hauff Drive, Ixopo, 3276. 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. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address ChristTheKingHospital.JobApp@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs." (Njabulo.dlamini2@kznhealth.gov.za) NB: Failure to comply with the above instructions will disqualify applicants.

NOTE

: The application must include only completed and signed new FormZ83, obtainable from any Public Service Department or on the internet at www.gov.za, and detailed Curriculum Vitae Certified copies of Identity Document, Senior Certificate and the highest required qualification, 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. CTK 05/2024. Persons with disabilities should feel free to apply for the post/s. N.B. Failure to comply with the above instructions will disqualify applicants. No faxed applications will be accepted. Appointments are subject to positive outcomes obtained from State Security Agency (SSA) to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC). Please note that due to financial constrains no S&T claims will be paid to candidates invited for the interview. The Employment Equity target for this post is African Male. 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

: 13 September 2024

<u>POST 31/312</u>	:	<u>OPERATIONAL MANAGER NURSING: (GENERAL STREAM) REF NO: PMMH 19/2024 (X1 POST)</u> Component: Medical
<u>SALARY</u>	:	R520 560 – R596 322 per annum. Other Benefits Home Owner Allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional) In-hospital Area Allowance (8% of basic salary)
<u>CENTRE REQUIREMENTS</u>	:	Prince Mshiyeni Memorial Hospital Basic R425 qualification (i.e. Diploma/ Degree in General Nursing and Midwifery) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse. Certificates of Registration with the SANC (General Nursing and Midwifery) Current registration with the SANC (2024) Experience: a minimum of <u>7</u> years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Recommendation Computer literacy 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 organise own work, time and that of support personnel to Ensure proper nursing care in the unit.
<u>DUTIES</u>	:	Manage and monitor proper utilization of human, financial and physical resources. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care: Coordinate and monitor the implementation of nursing plan and evaluation thereof: Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork): including reducing of public complaints Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients: Manage data, information, records of the department in a manner that ensures quality of the data. Ensure compliance with health standards and norms to attain and achieve ideal hospital standards, good IPC practices, health and safety standards, and quality standards. Ensure the implementation of health programs that addresses the burden of HIV/AIDS illness, Tuberculosis, and other NCD's. Ensure professional growth through continues development and learning programs, and mentoring programs, and ensure compliance with statutory requirements of the South African nursing council. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs R.M Abboo Tel No: (031) 907 8518 To be forwarded to: The Human Resource Manager or Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital Private Bag X07, Mobeni, 4060. Applications can be emailed to: Mxolisi.Mlambo@kznhealth.gov.za
<u>FOR ATTENTION NOTE</u>	:	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 Z 83 e.g. Reference number PMMH 19/2024. For those with internet access, the online e-Recruitment system is accessible through a computer or mobile device i.e., Phone or Tablet. The system has the following functionality: -All adverts are available for viewing by the public through the address www.kznonline.gov.za/kznjobs Applicants will be required to register on the system by providing a username and password. Applicants require a mobile phone number and a valid email address to register and will be guided through the registration process by the system. Applicants must update their profile on the system, which is in line with the approved Z83 application form. Applicants will be able to upload a copy of their Curriculum Vitae (CV), and the system

makes provision for the uploading of other documents such as Identity Documents, Driver's Licence, Qualifications, etc. 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 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. It is the shortlisted candidate's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA). Failure to comply will result in the application not being considered. 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** : 13 September 2024
- POST 31/313** : **OPERATIONAL MANAGER NURSING: (GENERAL STREAM) REF NO: PMMH 20/2024 (X1 POST)**
Component: Night Duty
- SALARY** : R520 560 – R596 322 per annum. Other Benefits Home Owner Allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional) In-hospital Area Allowance (8% of basic salary)
- CENTRE REQUIREMENTS** : Prince Mshiyeni Memorial Hospital
Basic R425 qualification (i.e. Diploma/ Degree in General Nursing and Midwifery) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse. Certificates of Registration with the SANC (General Nursing and Midwifery) Current registration with the SANC (2024) Experience: a minimum of **7** years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Recommendation Computer literacy 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 organise own work, time and that of support personnel to Ensure proper nursing care in the unit.
- DUTIES** : Manage and monitor proper utilization of human, financial and physical resources. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care: Coordinate and monitor the implementation of nursing plan and evaluation thereof: Maintain constructive working relationship with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork): including reducing of public complaints Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patients: Manage data, information, records of the department in a manner that ensures quality of the data. Ensure compliance with health standards and norms to attain and achieve ideal hospital standards, good IPC practices, health and safety standards, and quality standards. Ensure the implementation of health programs that addresses the burden of HIV/AIDS illness, Tuberculosis, and other NCD's. Ensure professional growth through continues development and learning programs, and mentoring programs, and ensure compliance with statutory requirements of the South African nursing council. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.
- ENQUIRIES APPLICATIONS** : Mrs R.M Abboo Tel No: (031) 907 8518
To be forwarded to: The Human Resource Manager or Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Moberi, 4060. Applications can be emailed to: Mxolisi.Mlambo@kznhealth.gov.za

**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/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 Z 83 e.g. Reference number PMMH 19/2024. For those with internet access, the online e-Recruitment system is accessible through a computer or mobile device i.e., Phone or Tablet. The system has the following functionality: All adverts are available for viewing by the public through the address www.kznonline.gov.za/kznjobs Applicants will be required to register on the system by providing a username and password. Applicants require a mobile phone number and a valid email address to register and will be guided through the registration process by the system. Applicants must update their profile on the system, which is in line with the approved Z83 application form. Applicants will be able to upload a copy of their Curriculum Vitae (CV), and the system makes provision for the uploading of other documents such as Identity Documents, Driver's Licence, Qualifications, etc. 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 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. It is the shortlisted candidate's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA). Failure to comply will result in the application not being considered 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

: 13 September 2024

POST 31/314

: **ULTRASOUND RADIOGRAPHER/SONOGRAPHER REF NO: GJGM
07/2024 (X1 POST)**
Component: Allied Health Component
(Re-Advertisement)

SALARY

: Grade 1: R465 645 per annum
Grade 2: R545 262 per annum
Grade 3: R641 436 per annum
Other Benefits: 13th Cheque, 12% inhospitable allowance, Homeowners Allowance & Medical Aid. (To qualify: Employee must meet all the prescribed policy requirements), 12% Inhospitable Allowance

**CENTRE
REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital
: **Grade 1:** Experience – Nil for South African Radiographers that have completed Community Service and One (1) year relevant experience after registration as a Sonographer with recognised Health Professional Council in respect of foreign qualified Sonographer. **Grade 2** Experience – Ten (10) years Appropriate experience after registration with HPCSA as a Radiographer and Eleven (11) years 'experience after registration as a Sonographer with the recognised Health Professional Council in respect of foreign qualified Sonographer. **Grade 3:** Experience – Twenty (20) years Appropriate experience after registration with HPCSA as a Radiographer and Twenty-One (21) years' experience after registration as a Sonographer with the recognised Health Professional Council in respect of foreign qualified Sonographer. Senior Certificate or equivalent, plus a Three (3) year National Diploma or B. Tech Degree in Diagnostic and Acts. Registration certificates as a Sonographer with HPCSA. Current Registration with HPCSA as a Sonographer (2023-2024). Knowledge, Skills and Competencies: Sound knowledge of ultrasound procedures: general, obstetrics and gynaecology. Sound knowledge of report writing. Knowledge of relevant Health & Safety policies, regulations and Acts.

<u>DUTIES</u>	: Knowledge of Quality Assurance procedure and methods. Sound communication, interpersonal, problem-solving, teaching and training skills. Ability to supervise junior and student sonographers. : Provide high quality ultrasound services according to the patient's needs. To promote good health practices and ensure optimal patient care. Execute all ultrasound procedure completely to prevent complications. Provide general administrative duties as required. Provide guidance and supervision to junior staff and students. Participate in institutional radiographic policy making and planning for service delivery. Promote Batho Pele principles in the execution of all duties for effective service delivery. Give factual information to patients and clients on ultrasound examinations. Participate in departmental Quality Assurance, Quality Improvement programmes and National Core Standards. Inspect and use equipment professionally to ensure that they comply with safety Standards. Develop protocols to ensure that sonographic services comply with the required prescripts. Participate in ultrasound quality assurance programmes. Participate in Continued Professional Development (CPD) programmes.
<u>ENQUIRIES APPLICATIONS</u>	: Mr MR Leso (Deputy Director: Radiography) Tel No: (032) 437 6132 : 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 Paterson & King Shaka Street, Stanger, 4450. Email: Sibusiso.khoza@kznhealth.gov.za
<u>NOTE</u>	: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website www.kznhealth.gov.za which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Proof of current and previous work experience endorsed and stamped by Human Resources (Certificate of Service) will be requested from shortlisted candidates for submission on or before the interview date.
<u>CLOSING DATE</u>	: 20 September 2024
<u>POST 31/315</u>	: <u>CLINICAL NURSE PRACTITIONER REF NO: MAN06/2024 (X1 POST)</u>
<u>SALARY</u>	: R456 489 per annum. Other Benefits: 13th Cheque, medical aid (optional), 12% ISRDS/Rural Allowance, Home owner allowance (employee must meet prescribed Requirement)
<u>CENTRE REQUIREMENTS</u>	: Manguzi Hospital (Maputa clinic) : Senior Certificate/Grade 12 Diploma/Degree in General nursing /Midwifery plus 1year post basic qualification in Primary Health Care. Minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing Current registration with South African Nursing Council as General Nurse with Midwifery and Primary Health Care Nurse (2024) Proof of current and previous work experience endorsed by Human resource Department (Certificate of Service) will be required when shortlisted Recommendations Computer literacy (MS word, Power point, Excel) Observable 3 years' experience in Quality Assurance,

National Core Standard Accreditation Knowledge, Skills, Training And Competencies Required Demonstrate understanding of Nursing Legislation and related Ethical Nursing Practices. Demonstrate a basic understanding of H.R and Financial Policies and Practices. Good communication skills and ability to function well within a team. Good interpersonal skills, good negotiation skills and problem solving skills.

DUTIES : Provide directions and supervision for the implementation of the nursing plan (clinical practise\quality patient care) Implement standards, practices, criteria and indicators for quality nursing care programmes e.g. nerve centre/Operation Phuthuma Strengthening of complaints, compliment and suggestion management. Ensure that the facility complies with the policies and guidelines for infection prevention and control occupational health, safety and Covid 19. Strengthen practises of ethics, professionalism and Batho Pele principles. Participate in staff development using EPMDS system and other work related programmes and training. Ensure accurate data management and good understanding of clinic target needs according to the facility. Actively engage in the planning and implementation of outreach programmes within the facility catchment areas. Administration and clinical functions EMTC and HIV and AIDS management. Maintain complete and accurate nursing records according to legal requirements. Be knowledgeable in chronic conditions and their management during pregnancy To assist Operational Manager in solving problems and organising smooth running of the department Identify areas of improvement, problems etc. and communicate these to the operational manager Able to manage a woman during antenatal, labour, delivery and in postnatal care. Be knowledgeable about Maternal and Child health programmes e.g. BANC, EMTCT. Manage and monitor proper utilization of human, financial and other resources entrusted to you.

ENQUIRIES : HR Manager Tel No: (035) 592 0150
APPLICATIONS : Should be forwarded to: Manguzi District Hospital Private Bag X301, KwaNgwanase, 3973. Email address: ManguziHospital.HRJobApplication@kznhealth.gov.za

FOR ATTENTION : Mr. N.T Ngubane, Assistant Director: HRM
NOTE : Directions to candidates: The following documents must be submitted: Application must be accompanied by new Z83 form, obtainable from any Public Service Department, (or obtainable at www.kznhealth.gov.za) and a recent updated Comprehensive Curriculum Vitae only (previous experience must be comprehensively detailed i.e. positions held and dates). Only short listed candidates will submit proof of residence in the case of foreign qualification: it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) or other regulating bodies if shortlisted. Only shortlisted candidates will be required to submit certified documents on or before the day of the interviews following communication from the department failure to submit the requested document/ information will result in your application not be considered. 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 the minimum as that of the advertised post are free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative 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 Failures to comply with the above instructions will result to your application being disqualified. Note: Due to financial constraints S&T Claims will not be considered.

CLOSING DATE : 13 September 2024

POST 31/316 : **CLINICAL NURSE PRACTITIONER REF NO: SMCHC 07/2024 (X1 POST)**
 Directorate: SMCHC

SALARY : R451 533 – R530 376 per annum, plus Rural allowance (provided the post meets requirement)
 R553 545 – R686 211 per annum, plus Rural allowance (Provided the post meets requirements) Plus 13th Cheque, Medical Aid (optional). Housing/Home Owners allowance (Employee must meet prescribed conditions)

CENTRE : ST Margaret's Community Health Centre (Riverside Clinic)
REQUIREMENTS : **Grade1:** Grade 12 (Senior Certificate) standard 10/or (Vocational National Certificate, plus Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care plus, Minimum of 4 years appropriate/Recognisable Experience as a General Nurse. **Grade 2:** Grade 12

(Senior Certificate) standard 10/or (Vocational National Certificate, plus Degree/Diploma in General Nursing Science and Midwifery plus,(1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care plus, Minimum of 14 Years appropriate/Recognisable nursing Experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognisable PHC experience after obtaining a one year post basic qualification in Primary Health Care. Recommendations: Valid driver's License, Computer Literacy, NIMART training. Knowledge, Skills, Training and Competence Required: Knowledge of all applicable legislation such as Nursing Acts, Mental Act, OHS Act, Batho Pele Principles, Patients' Rights Charter, Labour Relations Act, Grievance Procedure etc., Leadership, Organizational, decision making and Problem solving, Conflict handling and counselling. Good listening and communication skills, Co-ordination and planning skills. Team building skills and supervisory skills. Good Interpersonal relationship skills, good insight of procedure and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

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

ENQUIRIES : All enquiries must be directed to Mr. SP Adonis: Deputy Manger Nursing Tel No: (039) 259 9222.

APPLICATIONS : Applications must be directed: St Margaret's CHC, Private Bag X517, Umzimkhulu, 3297 or Hand delivered to: St Margaret's CHC Clydesdale Location, UMzimkhulu 3297. All online applications should be forwarded to this Email Address:**StmargaretsHospital.HRJobApplication@kznhealth.gov.za**

FOR ATTENTION NOTE : Mr. TL Nzimande: Human Resource Manager
: An application for employment Form (Z83) must be completed and forwarded which is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Note: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the z83 and detailed curriculum vitae only. These will be requested only from shortlisted candidates. This Department is an equal opportunity, affirmative action employer whose aim is to promote candidates representatively at all occupational categories in the department. People with disabilities are encouraged to apply. The reference number must be indicated in the column provided on the form Z83, e.g. ref SMCHC 09/2023. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, there will be no acknowledgement of applications. Should you not hear from us within 60 days of the closing date, kindly consider your application as unsuccessful. And only shortlisted candidates will be advised of the outcome of interview. Please note that due to financial constraints, there will be no payment of S&T claims covering transport fees to the interview venue.

CLOSING DATE : 20 September 2024

POST 31/317 : **PROFESSIONAL NURSE – SPECIALTY (MATERNITY) REF NO: CTK 03/2024 (X1 POST)**
Branch: Human Resources

SALARY : Grade 1: R451 533 – R530 376 per annum
Grade 2: R553 545 - R686 211 per annum

CENTRE : Christ The King Hospital

REQUIREMENTS : **Grade 1:** Matric /Senior Certificate or equivalent qualification. Degree/Diploma in General Nursing with midwifery. One (1) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science. Current registration with South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Advanced Midwifery

and Neonatology Nursing Science. Certificate of service endorsed by Human Resource department (certificate of service). Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. **Grade 2:** Matric /Senior Certificate or equivalent qualification. Degree/Diploma in General Nursing A minimum of 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 the speciality after obtaining the one year post basic qualification in Advanced Midwifery and Neonatology Nursing Science. Certificate of service endorsed by Human Resource department. Knowledge, Skills, Competencies and Training Required: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.

DUTIES

: Provide a therapeutic environment for staff, patients and public. Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes. Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.

**ENQUIRIES
APPLICATIONS**

: Contact: Miss Mni Mthembu DMN Tel No: (039) 834 7500
 : Applications may be forwarded to: Assistant Director: HRM, Private Bag X542, Ixopo, 3276 or Hand delivered to: Christ the King Hospital, Human Resource Office, No 1 Peter hauff Drive, Ixopo, 3276. 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. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address ChristTheKingHospital.JobApp@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs." NB: Failure to comply with the above instructions will disqualify applicants.

**FOR ATTENTION
NOTE**

: Mr Z.C Mhlongo Human Resources Tel No: (039) 834 7500
 : The application must include only completed and signed new FormZ83, obtainable from any Public Service Department or on the internet at www.gov.za, and detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification, 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. CTK 19/2023. Persons with disabilities should feel free to apply for the post/s. N.B. Failure to comply with the above instructions will disqualify applicants. No faxed applications will be accepted. Appointments are subject to positive outcomes obtained from State Security Agency (SSA)to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC). Please note that due to financial constrains no S&T claims will be paid to candidates invited for the interview. The Employment Equity target for this post is African Male. 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 : 13 September 2024

POST 31/318 : **PROFESSIONAL NURSE – SPECIALTY (CHILD NURSING SCIENCE) REF NO: CTK 04/2024 (X1 POST)**

Branch: Human Resources

SALARY : Grade 1: R451 533 – R530 376 per annum

Grade 2: R553 545 - R686 211 per annum

CENTRE : Christ The King Hospital

REQUIREMENTS : **Grade 1:** Matric /Senior Certificate or equivalent qualification. Degree/Diploma in General Nursing with midwifery. One (1) year post basic qualification in Child Nursing Science. Current registration with South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Plus one year Post basic qualification in Child Nursing Science. Certificate of service endorsed by Human Resource department (certificate of service). Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. **Grade 2:** Matric /Senior Certificate or equivalent qualification. Degree/Diploma in General Nursing A minimum of 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 the speciality after obtaining the one year post basic qualification in Child Nursing Science. Certificate of service endorsed by Human Resource department. Knowledge, Skills, Competencies and Training Required: Knowledge of Nursing Care, Process and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Leadership, Organisational, Decision Making, Problem Solving, Co-ordination, Liaisons and Interpersonal Skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, assertive and must be a team player.

DUTIES : Provide a therapeutic environment for staff, patients and public. Manage utilization of all resources efficiently and effectively. Maintain competence in the execution of her/his duties, while managing high standards of performance including for others. Assist in the coordination and implementation of the National Core Standards and in the whole institution for better quality patient care. Manage the unit in the absence of the Supervisor. Ensure adherence to principles of IPC practices in the unit. Assist with the allocation / change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital. Ensure accurate record keeping for statics purposes. Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.

ENQUIRIES : Contact: Miss Mnl Mthembu – DMN Tel No: (039) 834 7500

APPLICATIONS : Applications may be forwarded to: Assistant Director: HRM, Private Bag X542, Ixopo, 3276 or Hand delivered to: Christ the King Hospital, Human Resource Office, No 1 Peter hauff Drive, Ixopo, 3276. 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. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address ChristTheKingHospital.JobApp@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs."

FOR ATTENTION : Mr Z.C Mhlongo Human Resources Tel No: (039) 834 7500

NOTE : The application must include only completed and signed new FormZ83, obtainable from any Public Service Department or on the internet at www.gov.za, and detailed Curriculum Vitae. Certified copies of Identity

Document, Senior Certificate and the highest required qualification, 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. CTK 19/2023. Persons with disabilities should feel free to apply for the post/s. N.B. Failure to comply with the above instructions will disqualify applicants. No e-mailed or faxed applications will be accepted. Appointments are subject to positive outcomes obtained from State Security Agency (SSA) to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC). Please note that due to financial constraints no S&T claims will be paid to candidates invited for the interview. The Employment Equity target for this post is African Male. 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 : 13 September 2024