

**PROVINCIAL ADMINISTRATION: KWAZULU NATAL
DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS**

- APPLICATIONS** : To be posted to: The Chief Director, Human Resource Management & Development, Department of Cooperative Governance and Traditional Affairs, Private Bag X9078, Pietermaritzburg, 3200 or Hand Delivered To: The Chief Registry Clerk, 2nd Floor, South Tower, Natalia, 330 Langalibalele Street, Pietermaritzburg. These posts are being re-advertised, applicants who applied previously must re-apply if they wish their applications to be considered, application received after this date will not be accepted.
- FOR ATTENTION** : Ms NB Mabaso-Macaringwe
- CLOSING DATE** : 15 November 2024
- NOTE** : Applications must be submitted on the new Application for Employment Form (Z83) available from any Public Service Department and should be accompanied by a comprehensive CV. The Department discourages applications sent by registered mail and will not be held responsible for applications sent via registered mail which are not collected from the post office. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Failure to comply with any instruction will disqualify applicants. Applications can also submit their Z83 and CV via e-Recruitment System on www.eservices.gov.za. Appointment is subject to a positive outcome obtained from State Security on the following checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). Faxed or late applications will not be accepted. Should applicants not receive any response from the Department within three months of the closing date, please accept that your application was unsuccessful. The Department is an equal opportunity, affirmative action employer and is committed to empowering people with disability

OTHER POSTS

- POST 39/95** : **DEPUTY DIRECTOR: EVALUATION REF NO: 34/2024 (MESP)**
Chief Directorate: Monitoring Evaluation and Strategic Planning
Directorate: Evaluation
- SALARY** : R849 702 per annum (Level 11), (all-inclusive remuneration package to be structured in accordance with the rules of the Middle Management Service)
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : The ideal candidate must be in possession of a Bachelor's Degree or NQF level 7 qualification as recognised by SAQA in Monitoring and Evaluation/Performance Management/Public Management/Public Administration/Research or related qualification coupled with 3 years junior management experience in an evaluation or research environment. Administrative experience and knowledge of basic statistical packages and techniques would be an added advantage. Essential Knowledge, Skills And Competencies Required: The successful candidate must have: Knowledge of Local Government legislation, Knowledge of monitoring and evaluation, application of programmes and policies, Knowledge of project management, Knowledge of change management, Knowledge of strategic management and planning as well as organisational analysis and administration, Research, data analysis, report writing and presentation skills, Project management and financial management skills, Skills in liaising between different management levels and group facilitation skills, Good communication skills (verbal & written), Computer literacy in MS office, A valid code 8 driver's licence.
- DUTIES** : The successful candidate will be required to facilitate the implementation of the evaluation system within the Department with the following key responsibilities: Support the development and implementation of Departmental programmes on evaluation of projects and programmes, Support compilation of reports and reporting of the Department on its performance, Support implementation of the evaluation capacity building strategy, Co-ordinate policy and programme evaluations, Support to the development and implementation of the evaluation guidelines, Provide input into the review of national and provincial policies, legislation and initiatives in support of evaluation.
- ENQUIRIES** : Ms L Naicker Tel No: (033) 2608015
- POST 39/96** : **SENIOR LEGAL ADMINISTRATION OFFICER (MR6) REF NO: 35/2024 (LS)**
Office of the Head of Department
Directorate: Legal Services
- SALARY** : R556 356 per annum, (OSD)
- CENTRE** : Pietermaritzburg
- REQUIREMENTS** : The ideal candidate must be in possession of a bachelor's degree in law/ LLB coupled with a minimum of 8 years' post qualification experience in a legal environment with knowledge and experience in criminal and civil court procedure, law of evidence, legislative drafting, and knowledge of Labour Law. Valid driver's licence. Essential Knowledge, Skills and Competencies Required: The successful candidate must have: Knowledge of the English Language and legal terminology. Broad knowledge of legal subjects and fields, for example the law of contract and

delict. Knowledge of Resolution 1 of 2003. Knowledge of internal research ability. Knowledge of legislative drafting. Analytical ability and skills to grasp the context of problems. Skills and ability to observe human behaviour to discern between truthfulness and lies. Drafting, training and presentation skills. Interpretation of statutes skills. Management skills. Good communication skills (verbal, written & negotiating). Computer Literacy in MS Office with an ability to conduct research.

- DUTIES** : The successful candidate will be required to render legal support services to the Department with the following key responsibilities: - Render legal advisory services. Render legal drafting services. Render dispute resolution services. Render legal administrative services.
- ENQUIRIES** : Ms B Mgutshini Tel No: (033) 2608047

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.

- POST 39/97** : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 – OPHTHALMOLOGY REF NO: GS 26/24**
Component: Surgery
Re-advertisement, candidates who previously applied must re-apply
- SALARY** : R1 976 070 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 based on Departmental operational needs. Employee must sign the commuted overtime contract form annually. It is envisaged that the successful candidate will be sharing administrative duties and responsibilities at Grey's Hospital. This will facilitate optimum service provision at Grey's hospital and the relevant drainage area.
- CENTRE** : Greys Hospital, PMB Metropolitan Hospitals Complex
- REQUIREMENTS** : Senior Certificate or equivalent MBCHB or Equivalent qualification, Plus A specialist qualification in the appropriate Health Science, PLUS Registration with the Health Professions Council of South Africa for independent practice as an Ophthalmologist with significant experience in the relevant discipline; At least five years post registration experience as a Specialist in Ophthalmology (Only shortlisted candidates will be required to submit proof of all documents). Recommendations: Experience in a tertiary environment, research experience and management training will be a recommendation. Knowledge, Skills, Attributes and Abilities: Appropriate Specialist procedures and protocols within field of Ophthalmology Sound knowledge of Human Resource management. Financial Management – monitoring of expenditure, Essential Drug List, Management functions – policy analysis and implementation, strategic management, project management, information management, total quality management and improvement, legal aspects, patient care and service delivery, applicable mandatory requirements and Acts, Regulations, Protocols and Guidelines used in Health Services. Planning and developing an appropriate program for Ophthalmology advancement in the Metropolis and in the referring regional hospitals. Good communication, leadership, decision-making and clinical skill. Develop and foster co-operation with Medical School and UKZN. Competence in undergraduate, post graduate and subspecialty training. Computer literacy.
- DUTIES** : Clinical Care Incumbent to provide ophthalmology services at Grey's Hospital, in the Pietermaritzburg Metropolitan Hospitals Complex and the tertiary drainage area; Participate in the delivery of a 24-hour in-patient and out-patient ophthalmology care within the Pietermaritzburg Metropolitan Hospitals Complex and the tertiary drainage hospitals; Develop management protocols for the ophthalmology patients in accordance with the level of care of the Metropolis and referral hospitals; Provide appropriate ophthalmology care to patients in the Metropolis and tertiary drainage area; Maintain and monitor specialist, medical officer and registrar ophthalmology call system Accept responsibility for continuous professional development in ophthalmology (in reach and outreach program) in area 2 Develop and participate in outreach program for ophthalmology for area 2 Scholarship Provide support, supervision and mentorship to colleagues, postgraduate students and medical officers within ophthalmology Manage the fifth year undergraduate teaching program for ophthalmology including examinations Manage the postgraduate training for ophthalmology in Grey's hospital including clinical training and MMed research support Participate in and support the UKZN academic program for the ophthalmology department Stimulate and conduct sponsored and non-sponsored research activities for departmental and institutional development. Professionalism Incorporate the principles of proper discipline within ophthalmology, good communication within the department and other disciplines, interdisciplinary collaboration and proper ethics within ophthalmology Governance Develop infrastructure and equipment procurement and maintenance plans for ophthalmology Develop plans for staff recruitment, retention, development and performance assessment for ophthalmology at grey's hospital Procure appropriate theatre equipment to meet tertiary needs Accept responsibility for development and fulfillment of departmental objectives. Provide appropriate CPD activities within the employing institution (Grey's Hospital) Institute Quality Assurance plans to maintain and improve ophthalmology standards in the Metropolis and in the referring hospitals. Foster collaboration with other hospitals within the tertiary drainage areas to improve level of care locally and to facilitate proper referral patterns. Administration and Management Implement

personal time management Have a plan for management of all resources required for ophthalmology at Grey's hospital. This must include consumables required for surgical and outpatient procedures. Active management of outpatient clinic, ward and theatre for ophthalmology together with nursing collaboration must occur. The ophthalmology department must have a vision, strategic and operational plan that is in line with Grey's hospital plan Projects Exercise cost-control on the professional activities of the Department to contain expenditures to the allocated budget. Develop data collection system for ophthalmology.

ENQUIRIES APPLICATIONS : Dr V Govindasamy Tel No: (033) 897 3379/81
 Applications to be forwarded to: The Human Resources Management Office, Greys Hospital Private Bag X9001, Pietermaritzburg, 3200 or email to Malinee.chandul@kznhealth.gov.za/
Khazimula.goba@kznhealth.gov.za.

FOR ATTENTION NOTE : Mrs M Chandulal
 Directions to Candidates: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the new Z83 form and a detailed curriculum vitae only. The Employment Equity target for this post is: African Male, African Female.

CLOSING DATE : 08 November 2024

POST 39/98 : **HEAD CLINICAL UNIT MANAGER ORTHOPAEDIC REF NO: PSH 17/2024 (X1 POST)**

SALARY : R1 976 070 per annum. The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Other Benefits: 22% of basic salary – rural allowance & commuted overtime (conditions applies)

CENTRE REQUIREMENTS : Port Shepstone Regional Hospital
 Matric certificate, Degree MBChB degree, Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Orthopaedic. an appropriate qualification that allows registration with HPCSA as a Medical Specialist in Orthopaedic. Registration with the HPCSA as a Medical Specialist in Orthopaedic. Current HPCSA Registration card 2024 / 2025. Knowledge, Skills and Experience: Clinical knowledge, competency and skills in department of Orthopaedic. Sound knowledge of medical ethics. Good communication skills, leadership and decision making qualities. Ability to diagnose common medical and trauma problems. Knowledge of current Health and Public Service Legislation, regulations and Policies. Concern for excellence.

DUTIES : Provide strategic leadership to the Orthopaedic. Provide specialist services in designated area of responsibility within accepted guidelines and protocols. Perform, interpret and report procedures and studies within the designated specialty. Provide appropriate level of care, referral pathways, seamless and integrative service delivery system. Capacity building in district hospitals and provision of outreach services with focus on improving medical services. Conduct audits, morbidity and mortality reviews, develop clinical guidelines, protocols, quarterly reports, monitoring of inappropriate referrals for specialty. Active participation in continuing medical education programs for the entire Ugu district health institutions. Participate in undergraduate and post graduate teaching of Accident, Trauma & Emergency Medicine. Participate in the Quality Improvement Program in the department. Participate in clinical audit activities within the department. Maintain clinical, professional and ethical standards related to Accident, Trauma & Emergency Medicine.

ENQUIRIES APPLICATIONS : Dr PB Dlamini Tel No: (039) 688 6184 or Dr M Panajatovic Tel No: (039) 688 6044 / 6147
 Applications should be posted to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. NB: applicants are encouraged to utilise courier services/ s'thesha waya waya or e-mail to psrh.recruitment@kznhealth.gov.za

FOR ATTENTION NOTE : Mr. Z.M Zulu
 Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. (only short-listed candidates will be requested to submit proof of qualifications and other related documents). NB: Please note that due to financial constraints, there will be no payment of S&T claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 08 November 2024

POST 39/99 : **OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE) - VULINDLELA & IMPENDLE SUB DISTRICTS REF NO: PHC 23/2024 (X1 POST)**

SALARY : R656 964 – R748 683 per annum. Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, and Medical Aid: Optional (Employee must meet prescribed requirements)

CENTRE REQUIREMENTS : Harry Gwala Regional Hospital
 Senior Certificate /Grade 12. Diploma/Degree in General Nursing and Midwifery (obtainable from University/ College). Registration certificate with SANC as a General Nurse and Midwife. Post Basic Qualification in Primary Health Care registered with SANC as general Nurse and

Primary Health Care Nurse Computer literacy with a proficiency in MS Office Software applications. Code B drivers licence unendorsed, Plus a minimum of 9 years recognizable nursing experience after registration as professional nurse with SANC in General Nursing of which 5 Years must be recognizable experience after obtaining one year post basic qualification in primary Health Care. Financial Management. Leadership, organizational, decision making and problem solving. Knowledge of public service policies and other Health Related prescripts. Sound knowledge of code of conduct. Good interpersonal skills. Human resources Management and Labour Relations Act.

DUTIES

: Manage, facilitate and supervise provision of comprehensive core package of Service at PHC level including priority programs and quality improvement programs, in conjunction with professional and legal framework. Provide quality Comprehensive Primary Health Care in Sub-District facilities through regular support visits to Clinics and Outreach Program. Supervise the implementation of Integrated Multi Stakeholder Health Promotion and Well-being Strategy through maintenance of inter-sectoral collaboration with other government structures of Operation Sukuma Sakhe. Assist and facilitate development of the Operational plan, monitor the implementation and submit progress reports. Facilitate clinical audits in the PHC and ensure implementation of quality improvement plans supported by strong work ethics. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to client's needs, requirements and work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Ensure effective allocation, utilization and monitoring of resources in line with cost containment plan. Manage and co-ordinate smooth running and integration of the HAST program with facilities. Ensure implementation, monitoring and evaluation of EPMDs in the operational area. Manage and support education, in-service training, and practice development initiatives in the facilities, professional growth, ethical standards and participation in training and research. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Implement consequence management for non-compliance. Ensure Batho Pele principles, National Core standards and Ideal Clinic priorities are implemented. Monitor Clinic performances through capturing of Complaints, Compliments, Suggestions, PSI's, PEC, Waiting times etc. Provide safe and therapeutic environment that allows for practice of safe nursing care as laid down by the Nursing Act, Occupational Health and Safety act. Ensure completion of accident/incident reports as they occur and timeous reporting. Coordinate special projects and health promotion in line with program goals of health calendar. Ensure accurate collation, analysis and verification of data within your jurisdiction prior to submission. Maintain constructive working relationship with all stakeholders i.e inter-professional and multi-disciplinary team. Advocate and promote nursing ethos and professionalism in the facilities. Administer an evidence result-based monitoring system in the facilities. Supervise and support implementation of Community Oriented Primary Health Care. Report clinic performances to Assistant Manager Nursing. Participate in Primary Health Care Sub-District Meetings. Deputize Assistant Manager Nursing and take over his/her responsibilities in absence.

ENQUIRIES APPLICATIONS

: Mrs. N.M. Ngubane Tel No: (033) 395-4330
 : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za

FOR ATTENTION NOTE

: Mr. T.C. Manyoni
 : 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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

CLOSING DATE

: 08 November 2024

<u>POST 39/110</u>	:	<u>OPERATIONAL MANAGER OUT PATIENTS DEPARTMENT (OPD) REF NO: EDU 04/2024</u> Component: Out Patients Department (OPD)
<u>SALARY</u>	:	R656 964 per annum. Other Benefits: Medical Aid – Optional, Housing Allowance - Employee must meet prescribed requirements, 13th Cheque and 12% rural allowance.
<u>CENTRE REQUIREMENTS</u>	:	Edumbe Community Health Centre Senior certificate (Grade 12), Diploma / B Degree in general nursing and Midwifery, One year post basic qualification in Primary Health Care, A minimum of nine (9) years recognizable experience in nursing after registration as Professional Nurse with SANC IN General Nursing and Midwifery, of which five years must be recognizable experience after obtaining one (1) post basic qualification in Primary Health Care, A valid driver's license, Current SANC receipt NB: Certificate of service from current and previous employers stamped and signed by the Human Resource Department will be required when shortlisted on or before the interview. Knowledge, Skills, Training and Competences Required: Knowledge and insight into nursing procedures, Knowledge of nursing statutes and other relevant Public Services act/ legislations, Decision making and problem solving skills. Interpersonal skills in dealing with conflict management, Knowledge and implement Batho Pele principles, Supervisory and analytical thinking skills, Stress tolerance, flexibility, empathy and ability to communicate constructively. Disaster management skills. Team building and supervisory skills.
<u>DUTIES</u>	:	Provide effective management and professional leadership ensuring that ward unit are organized and covered with professional staff. To provide quality patient care. Provide effective supervision of wards ensuring implementation of nursing standard, policies and procedures. Manage and direct efficient utilization of resources to enhance service delivery. Exercise control of discipline, grievance and any other Labour related issues in terms of Laid down policies and procedures. Maintain client satisfaction through monitoring and setting of service standards. Implement and monitor norms and Standards .Implement EPMDS. Advocate for patients in facilitating proper treatment care and adherence to Patient Rights Charter and Batho Pele Principles Ensure to keep accurate records .Compile unit statistics monthly
<u>ENQUIRIES APPLICATIONS</u>	:	Ms BTN Kunene Tel No: (034) 995 8500, ext. 8567 All applications should be forwarded to: Assistant Director: HRM, Edumbe Community Health Centre, 463 eDumbe Main Street Location, Paulpietersburg, 3180, HR office No: 46 or e-mail to Getrudefikelephi.nkosi@kznhealth.gov.za NB: Sending applications using courier service/hand delivery is encouraged as we do not have the Post Office at Paulpietersburg.
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. All other documents will be submitted by shortlisted candidates only. The reference number must be indicated in the column (Part A) and 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 received within 3 months after the closing date, they must accept that their applications were unsuccessful. Shortlisted applicants who are in possession of a foreign qualification will be requested to submit an evaluation certificate from the South African Qualifications Authority (SAQA) before or on the date of interview. Non- RSA Citizens will be requested to submit work permit before or on the day of interview. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised posts are free to apply. Please note that S & T will not be paid to candidates who are invited for the interviews.
<u>CLOSING DATE</u>	:	11 November 2024

<u>POST 39/101</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALTY) SURGICAL DEPARTMENT REF NO: NURS 24/2024 (X1 POST)</u>
<u>SALARY</u>	:	R656 964 – R748 683 per annum. Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, Housing Allowance and Medical Aid: Optional (Employee must meet prescribed requirements)
<u>CENTRE REQUIREMENTS</u>	:	Harry Gwala Regional Hospital Grade 12 certificate / Senior Certificate or equivalent. Diploma / Degree in General Nursing Science and Midwifery (Obtained from the University/College) that allows registration with SANC as a Professional Nurse. Registration certificate with the South African Nursing Council as a Registered Nurse and Midwife/ Accoucheur. Post Basic qualification –One year Diploma in Trauma Nursing Science/ Orthopaedic Nursing. A minimum of 9 years appropriate experience in nursing after registration as a Professional with SANC in General Nursing, At least 5 years of the period referred above must be appropriate recognizable experience the specific Speciality after obtaining the abovementioned Post Basic qualification. One year Diploma in Trauma Nursing Science/Orthopaedic Nursing Science. Knowledge of nursing statutes and other relevant legislative frameworks. Knowledge of nursing care processes and procedures. Operational management, co- ordination, networking liaison skills. Knowledge of Central Sterile

Supply Department and operating theatre processes & procedures. Knowledge of Health Care Service delivery and financial management skills. Knowledge of disciplinary processes. Knowledge of basic / standard management principle of approach. The ability to function well with a team. Sound communication, counseling, problem solving, conflict management and time management skills. Understanding of Human Resource needs and developments. Planning, organizing, decision making & report writing skills. Interpersonal skills in dealing with conflict management. Knowledge and implementation of Batho Pele principles. Supervisory and analytical thinking skills.

DUTIES

: Co-ordination of optimal, holistic specialized nursing care provided within the set standards and professional / legal framework. Supervising and ensuring the provision of an effective efficient quality patient care. Manage staff performance (EPMDS). Reduce patient's complaints and inform the patients and relatives on the complaints, complements and suggestion procedures. Deal with disciplinary issues, grievances and other labour issues including monitoring and managing absenteeism. Manage effectively and efficiently the utilization and supervision of all resources- human, financial, physical and material. Co-ordination of the provision of effective training research and staff development. Participate in the analysis, formulation and implementation of nursing guidelines, standard operating procedures and practices. Establish and maintain constructive working relationship with nursing and other stakeholders. Provide effective support to nursing services and relieve the AMN in the Nursing Management Office. Ensure that a healthy and safe environment is maintained. Participate in the Audis for Norms and Standard and Ideal Hospital Framework requirements and develop QIP's. Develop and implement strategies for infection prevention and control for the unit. Improve and complete patient related data management system. Develop quality assurance progress improvement projects & operational plans. Advocate for quality patient clinical care and uphold Professionalism and Ethics, Code of Conduct in Nursing.

ENQUIRIES

: Mrs. N.C. Ngubo Tel No: (033) 395 4427

APPLICATIONS

: All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za

**FOR ATTENTION
NOTE**

: Mr. T.C. Manyoni

: 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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

CLOSING DATE

: 08 November 2024

POST 39/102

: **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL UNIT) INTERNAL MEDICINE WARD (HYBIRD MALE WARD) REF NO: NURS 25/2024 (X1 POST)**

SALARY

: R520 560 – R596 322 per annum. Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, and Medical Aid: Optional (Employee must meet prescribed requirements)

CENTRE

: Harry Gwala Regional Hospital

REQUIREMENTS

: Grade 12 Matric/Senior certificate. Diploma / Degree in General Nursing Science, Midwifery and Psychiatry or equivalent qualification that allows registration with SANC as Professional Nurse. Registration certificate with the SANC as General, Midwifery and Psychiatry Nurse, Plus minimum of 7 years appropriate /recognizable experience in Nursing after registration as a General Nurse. Knowledge and insight into nursing processes and procedures. Knowledge of Mental Health Care Act. Nursing statutes and other relevant Public Service Acts. Leadership, organizational and Decision making & problem-solving skills. Interpersonal skills in dealing with conflict management. Financial and budgetary knowledge pertaining to the resources under

	:	management. Good communication and basic computer skills in basic Programme Skills. Supervisory and analytical thinking skills.
<u>DUTIES</u>	:	Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost-effective manner. Manage 72 Hour observation ward for mental health care users. Manage and supervise effective utilization of human, financial and physical resources in the units. Ensure effective implementation of infection prevention and control practices by all staff including support service and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, Operational and Strategic Plans aimed at improving service delivery. Facilitate and ensure the implementation of Departmental Priorities Ideal hospital realization and maintenance frame work and OHSC Norms and Standard. Monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients' records. Demonstrate a concern for patients, promoting and advocating a proper treatment and care. Monitor and evaluate staff performance, EPMS. Ensure effective data management. Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff, patients, colleagues, and clinicians. Exercise control over disciplinary action and all labor related issues. Relief the Assistant Manager Nursing in her/ his responsibilities in her / his leave of absence.
<u>ENQUIRIES</u>	:	Mrs. N.C. Ngubo Tel No: (033) 395-4427
<u>APPLICATIONS</u>	:	All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za
<u>FOR ATTENTION</u>	:	Mr. T.C. Manyoni
<u>NOTE</u>	:	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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.
<u>CLOSING DATE</u>	:	08 November 2024
<u>POST 39/103</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1/2 SPECIALTY REF NO: PHC 26/2024 (X7 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R451 533 – R530 376 per annum Grade 2: R553 545 – R686 211 per annum Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, and Medical Aid: Optional (Employee must meet prescribed requirements)
<u>CENTRE</u>	:	Harry Gwala Regional Hospital Gomane (X4 Posts) Mahlutshini (X1 Post) Nxamalala (X2 Posts)
<u>REQUIREMENTS</u>	:	Senior Certificate /Grade 12, Degree /Diploma in General Nursing and Midwifery (obtainable from University/ College) Plus 1 year post basic qualification in Primary Health Care registered with the SANC, Registration certificate with the South African Nursing Council (SANC) as a General Nurse and Midwife. Experience Required: Grade 1: A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery and after obtaining the one year Post Basic Qualification in the Specialty (Primary Health Care). Grade 2: A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience in Advanced Midwifery and Neonatal Nursing after obtaining the one year Post Basic Qualification in qualification in the relevant Speciality (Primary Health Care). Demonstrate understanding of nursing legislation and related legal and ethical nursing practices

DUTIES

within a Primary health care environment. Demonstrate a basic understanding of HR and financial policies and practices. Good communications skills. Good interpersonal skills.

: Ensure adequate supervision of staff and provision of quality patient care in an efficient and cost-effective manner. Manage 72 Hour observation ward for mental health care users. Manage and supervise effective utilization of human, financial and physical resources in the units. Ensure effective implementation of infection prevention and control practices by all staff including support service and cleaning staff. Supervise implementation of health care delivery policies, procedures, clinical guidelines, protocols, Operational and Strategic Plans aimed at improving service delivery. Facilitate and ensure the implementation of Departmental Priorities Ideal hospital realization and maintenance frame work and OHSC Norms and Standard. Monitor and evaluate the care and management of all patients and ensure the keeping of accurate and complete patients' records. Demonstrate a concern for patients, promoting and advocating a proper treatment and care. Monitor and evaluate staff performance, EPMDS. Ensure effective data management. Ensure ethics and professionalism is maintained. Demonstrate effective communication with staff, patients, colleagues, and clinicians. Exercise control over disciplinary action and all labor related issues. Relief the Assistant Manager Nursing in her/ his responsibilities in her / his leave of absence. Recommendation: Code Driver's License 10.

**ENQUIRIES
APPLICATIONS**

: Mrs. N.M. Ngubane Tel No: (033) 395-4330

: All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za

**FOR ATTENTION
NOTE**

: Mr. T.C. Manyoni

: 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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

CLOSING DATE

: 08 November 2024

POST 39/104

: **CLINICAL NURSE PRACTITIONER REF NO: SAHELIM 01/2024 (X2 POSTS)**

SALARY

: Grade 1: R451 530 - R536 376 per annum
Grade 2: R553 545 - R686 211 per annum
Other Benefits: 13th cheque, 12% rural allowance, Homeowners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

**CENTRE
REQUIREMENTS**

: Elim Clinic

: **Grade 1:** Senior Certificate (Grade 12) or equivalent qualification plus, Diploma/ Degree in General nursing and Midwifery plus, Current registration certificate with SANC as a professional Nurse in General Nursing and Midwifery (2023) plus, Post-Basic Diploma in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care (PHC) with duration of at least one (1) year plus A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a professional Nurse with SANC in General Nursing, at Least one (1) year Post Basic Nursing qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care. Previous and current work experience (certificate/s of service) endorsed and stamped by HR Office to be submitted if shortlisted. N.B All the above mentioned documents need not be attached on application but will be requested only if shortlisted. **Grade 2:** Senior Certificate (Grade 12) or equivalent qualification plus, Diploma/ Degree in General nursing and Midwifery plus, Current registration certificate with SANC as a professional Nurse in General Nursing and Midwifery (2023) plus, Post-Basic Diploma in Clinical Nursing Science, Health assessment, Diagnostic Treatment and Care (PHC) with duration of at least one (1) year plus A minimum of 14 years appropriate/ recognizable experience in nursing after registration as a professional Nurse with SANC in General Nursing, at Least one (1) year Post Basic Nursing

qualification in Clinical Nursing Science, Health Assessment, Diagnostic Treatment and Care. Previous and current work experience (certificate/s of service) endorsed and stamped by HR Office to be submitted if shortlisted. N.B All the above mentioned documents need not be attached on application but will be requested only if shortlisted. Knowledge, Skills and Competencies: Knowledge of SANC rules and regulations, Knowledge of legislative framework and departmental prescripts, Ability to formulate patients care related policies, Knowledge of provincial acts and national acts policies, Knowledge of sound Nursing care delivery approaches, Basic financial management skills and conflict management skills, Knowledge of human resource management, Ability to formulate vision, mission and objectives of the unit, Communication skills and decision making, Ability to provide mentoring and coaching, Have leadership and supervisory skills, report writing and time management skills.charter.

DUTIES

: Ensure data management at all levels, Manage and supervise effective utilization of allocated resources, Demonstrate effective communication with patients, supervisors and other clinicians Including report writing monthly and statistics as required, able to plan and organize own work and support personnel to ensure nursing care diagnose, treat and Dispense medication, Work as part of multidisciplinary team to ensure good nursing care at PHC setting in all Health programmes including NGOs, CBOs, and CHWs, Deputize the operational Manager in charge of the facility, Monitor infection Prevention and control within the facility, Assist with performance reviews i.e. EPMDs, Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop as sense of care, Ensure that Batho Pele principles are implemented, Ensure increased accessibility of health services to all community members including Staff.

ENQUIRIES APPLICATIONS

: Ms VV Ncume, ST Andrews Hospital Tel No: (039) 433 1955
 : Please forward all applications to: the Chief Executive Officer, ST Andrew’s Hospital, Private Bag X1010, Harding, 4680 or hand delivered applications to human resources at ST Andrew’s Hospital or Email to Standreshospital.HRjobapplication@kznhealth.gov.za

FOR ATTENTION NOTE

: Human Resource Manager
 : Directions to Candidates: The following documents must be submitted, the most recent Z83 application form for employment which is obtainable at any Government Department or the website: www.kznhealth.gov.za, The Z83 form must be completed in full. The reference number must be indicated in provided form Z83 e.g. SAH/03/2023. Detailed Curriculum Vitae (CV). Information such as Educational qualification dates(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV. Applicants are not required to submit Copies of qualifications and other relevant documents only Z83 and CV on application . Such documents will be requested from shortlisted candidates only. Applications must be submitted on or before the closing date. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). Persons with disabilities should feel free to apply for the post Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.The Department Reserves the Right to or not to make appointment(s) to the advertised post(s) This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.”

CLOSING DATE

: 08 November 2024

POST 39/105

: **CLINICAL NURSE PRACTITIONER (MOPD) REF NO: KCHC/CNP/09/2024 (X2 POSTS)**

SALARY

: Grade 1: R451 533 – R530 376 per annum
 Grade 2: R553 545 – R 686 211 per annum
 Benefits: 13th cheque, Rural Allowance (provided the post meets the requirements), Homeowners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

CENTRE REQUIREMENTS

: Kwamashu CHC
 : Basic R425 qualification – Diploma/Degree in Nursing or equivalent qualification that allows registration with South African Nursing Council (SANC) as a Professional Nurse. One year post basic qualification in clinical Nursing Science (Health Assessment, Treatment and Care) – Primary Health Care. Current registration with SANC as a Professional Nurse (2024 SANC receipt). A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Applicants are submitting only Z83 and CV on application, all other documents will be submitted by shortlisted candidates only. Knowledge, Skills and Competencies: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing act, Occupational health and safety act, Patients’ rights charter, Batho Pele principles, Public service regulations, Labor relations act, Disciplinary codes and procedures, Grievance procedure, Financial and budgetary knowledge pertaining to the relevant resources under management. Insight into procedures and

policies pertaining to nursing care. Leadership, organizational, decision making and problem solving abilities within the limit of the public sector and institutional policy framework. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Computer skills in basic programs.

DUTIES

: Implement the activities that are aimed at the reduction of infant, under five and maternal mortality. Implement activities aimed at the improvement of women's health. Ensure that high quality nursing care is rendered to all clients accessing maternal services in the facility taking into consideration that CARMA objectives; ESMOE; KINC; Helping Babies breath and IMCI programs are properly implemented. Implement BANC and other Antenatal care programs to enhance antenatal care to all pregnant women accessing care to the facility. Ensure that there is proper management and integration of HAST programs within the maternity unit of the facility. Manage the utilization and supervision of resources. Coordinate the provision of effective training and research, focusing on the programs aimed at the improvement of maternal and child health. Instill discipline, professionalism and work ethics among employees. Ensure compliance to quality, infection prevention and control (IPC) programs e.g. Ideal clinic realization and maintenance (ICRM) and Norms and Standards (N&S). Maintain a constructive working with the multi-disciplinary team members. Provide effective support to Nursing services e.g. assist with relief duties to nursing management.

ENQUIRIES

: Ms O Magwaza Tel No: (031) 501 1777

APPLICATIONS

: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance at P61 Mkhivane Road, Kwa-Mashu, 4360 or emailed to: Sbusiso.Mtshali@kznhealth.gov.za or hand delivered to Human Resource Office, KwaMashu CHC.

NOTE

: Application for employment form (new form Z83); which is obtainable at any Government Department or from the Website – www.kznhealth.gov.za. Applicant must submit Z83 and updated Curriculum Vitae (CV) only. Copies of Identity document, driver's license, highest educational qualifications and professional registration certificates must not be submitted when applying for employment. These will be requested only from shortlisted candidates. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert (only from shortlisted candidates). People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref. LRP/KCHC/15/2023. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Due severe budgetary constraints that the CHC is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The CHC has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty. Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided. Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021) Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews.

CLOSING DATE

: 08 November 2024

POST 39/106

: **PROFESSIONAL NURSE GRADE 1/2 SPECIALTY - OPERATING THEATRE AND CSSD
REF NO: NURS 27/2024 (X4 POSTS)**

SALARY

: Grade 1: R451 533 – R530 376 per annum
Grade 2: R553 545 – R686 211 per annum
Other Benefits: 13th Cheque, 8% Inhospital Area Allowance, and Medical Aid: Optional (Employee must meet prescribed requirements)

CENTRE

: Harry Gwala Regional Hospital

REQUIREMENTS

: Senior/ Matric Certificate. Diploma/Degree in General Nursing and in Midwifery registered with SANC. One year Post Basic Qualification degree/ diploma in Operating Theatre Nursing Science, registered with SANC. Experience required: **Grade 1:** A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing and Midwifery and after obtaining the one year Post Basic Qualification in the Specialty in Operating Theatre. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience in Advanced Midwifery and Neonatal Nursing after obtaining the one year Post Basic Qualification in qualification in the relevant Speciality (Primary Health Care). Knowledge of Operating Theatre and sterilizing unit processes. Strong interpersonal, good communication skills- verbal and written and presentation skills. Knowledge of disciplinary processes. Knowledge of basic/standard management principle of approach. Sound communication, interpersonal, counselling and time management skills. Knowledge of nursing

		care processes and procedures, nursing statuses and other relevant legal framework. Understanding of Human Resource needs and developments.
<u>DUTIES</u>	:	Ensure high standard of quality patient/ nursing care as directed by the professional scope of practice and standards as determined by the institution. Assist in developing/establishing and maintaining constructive working relationship with nursing and other stakeholders. Provide optimal, holistic specialized nursing care provided within the set standards and professional / legal framework. Provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the Nursing Act, Norms and Standards Regulation, Occupational Health and Safety Act and all other applicable prescripts. Co-ordinate functions and activities of the department. Assist in maintaining, controlling, managing and supervising for effective and efficient utilization of all the resources e.g. human, financial material (cost containment). Assist with staff allocation/ change list, day and night duty rosters and inputs for leave. Assist in orientation, induction and monitoring of all nursing staff. Assist in ensuring a high standard of infection prevention and control of infection in the Unit.i.e prevent cross infection and maintain environmental hygiene. 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. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Participate in planning/ organizing, formulation, analysis, implementation and monitoring of specialized unit objectives, policies and procedures. Assist in completion of patient related data and partake in training and research. Maintain professional growth/ ethical standards and self-development. Participate in staff development using EPMSD System and other work related programs and training and implement EAP. Teach and supervise of team members and mentor student Nurses. Assist with Operational Manager relief duties and act as junior shift leader on both day and night shifts. Assist exercising control over discipline, grievance and all labour relations issues as well as management of absenteeism.
<u>ENQUIRIES</u>	:	Mrs. N.C. Ngubo Tel No: (033) 395-4427
<u>APPLICATIONS</u>	:	All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za
<u>FOR ATTENTION</u>	:	Mr. T.C. Manyoni
<u>NOTE</u>	:	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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.
<u>CLOSING DATE</u>	:	08 November 2024
<u>POST 39/107</u>	:	<u>PROFESSIONAL NURSE GRADE 1/2 SPECIALTY - PSYCHIATRY REF NO: NURS 28/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R451 533 – R530 376 per annum Grade 2: R553 545 – R686 211 per annum Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, and Medical Aid: Optional (Employee must meet prescribed requirements)
<u>CENTRE</u>	:	Harry Gwala Regional Hospital
<u>REQUIREMENTS</u>	:	Grade 12 or Senior Certificate, Registration with the South African Nursing Council (SANC) as a Professional Nurse. Basic R425 qualification i.e., Diploma/Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Qualification in Psychiatric Nursing (R880) for those who hold a Bridging to PN Qualification (R683). Diploma in advanced Psychiatric Nursing) Experience required: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration with the

SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience in Psychiatry Nursing after obtaining the one year Post Basic Qualification in qualification in the relevant Speciality (Psychiatry). Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health, and Safety Act, Patient Rights Charter, Batho-Pele principles, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure, etc. Good communication skills. Report writing skills. Facilitation skills. Coordination skills. Problem solving skills. Planning and organizing skills. Ability to function as part of a team. Decision making skills. Computer skills.

DUTIES

: Provision of optimal, holistic nursing care with set standards and within a professional/legal framework. Screening of all new clients using SDQ (Strength and Difficulties questionnaire.. Implement a comprehensive nursing care plan/program for the promotion of health, self-care, treatment, and rehabilitation of patients. Conduct risk assessments on all admissions and on an ongoing basis. Conduct psychosocial rehabilitation assessment on the first week of MHCU admission using Child And adolescent Unit or Adult Psychiatric specific tool, and present findings to MDT. Analyse PSR tool assessment findings, identify MHCU needs, and implement interventions. Conduct discharge support follow up for in patients every 3 months, 6 months, 1 year and give feedback to MDT. Implement a comprehensive nursing care plan/program for the promotion of health, self-care, treatment, and rehabilitation of patients. Collaborate with member of the multi-disciplinary health team and assist in decision-making pertaining to health care delivery. Direct, supervise and evaluate health promotion and illness prevention initiatives. Direct, supervise the implementation of the specialized nursing programme. Train / Mentor subordinates on behaviour modification, parenting skills program and handling challenging behaviours for MHCUs. Support health and safety initiatives in the ward. Ensure continuity of care by providing a comprehensive handover to the nursing team. Utilise human, material, and physical resources efficiently and effectively. Participation in training and research. Participate in centralised training. Review and build on existing speciality programmes. Support the journal club initiatives in the unit. Contribute to the education and professional development of Professional Nurse General, Enrolled Nurses, Nursing Assistant and students. Participate in and promote research activities. Provision of Support to Nursing Services. Implement the patient safety incident reporting procedure in the unit. Implement the IOD procedure in the unit. Maintain professional growth/ethical standards and self-development. Protect and advocate rights of patients regarding health care. Effective complaints management Recommendation: Diploma / Degree in Midwifery Registered with SANC.

ENQUIRIES APPLICATIONS

: Mrs. N.C. Ngubo Tel No: (033) 395-4427
 : All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za

FOR ATTENTION NOTE

: Mr. T.C. Manyoni
 : 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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

CLOSING DATE

: 08 November 2024

POST 39/108

: **PROFESSIONAL NURSE GRADE 1/2 SPECIALTY - CRITICAL CARE/TRAUMA NURSING SCIENCE REF NO: NURS 29/2024 (X4 POSTS)**

SALARY

: Grade 1: R451 533 – R530 376 per annum

Grade 2: R553 545 – R686 211 per annum
Other Benefits: 13th Cheque, 8% Inhospitable Area Allowance, and Medical Aid: Optional (Employee must meet prescribed requirements)

CENTRE REQUIREMENTS

: Harry Gwala Regional Hospital
: Grade 12 or Senior Certificate, Diploma/Degree in General Nursing (obtained from the University/College), SANC registration certificate as the Professional Nurse, One year Post Basic Qualification degree/ diploma in Critical care/Trauma Nursing Science, registered with SANC. **Grade 1:** A minimum of four (4) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing with a Post Basic in Critical Care/Trauma Nursing Science. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate / recognizable experience in Critical Care/Trauma Nursing after obtaining the one year Post Basic Qualification in Critical Care/Trauma Nursing Science. Strong interpersonal, communication and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Knowledge of nursing care processes and procedures, nursing statuses and other relevant legal framework.

DUTIES

: Provide holistic specialized quality nursing care as directed by the professional scope of practice and standards as determined by the institution. Develop/establish and maintain constructive working relationship with nursing and other stakeholders. Provide a safe therapeutic environment that allows for the practice of safe nursing care as laid by the Nursing Act, National Core Standards, Occupational Health and Safety Act and all other applicable prescripts. Manage and supervise effective utilization of all the resources e.g. human, financial material. Manage/prevention and control of infection 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. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Ensure the unit complies with Infection Prevention and Control. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in staff development using EPMDS System and other work related programmes and training. Support and mentor student Nurses. Exercise control over discipline, grievance and all Labour Relations issues. Actively participate in resuscitation activities in the unit. Must be able to handle medical, surgical and trauma emergencies and high risk conditions Recommendation: Diploma / Degree in Midwifery registered with SANC.

ENQUIRIES APPLICATIONS

: Mrs. N.C. Ngubo Tel No: (033) 395-4427
: All applications to be posted to: The Chief Executive Officer, Harry Gwala Regional Hospital, Private Bag X 509, Plessislaer, 3216 or hand delivered to the box main gate behind the security office. Applicants can send their Z83s and CVs using the following email address: HGRH.Recruitment@kznhealth.gov.za

FOR ATTENTION NOTE

: Mr. T.C. Manyoni
: 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. 01/01/2024. Copies of Qualifications, Registration Certificates and drivers licence 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. Reference Number must be indicated in the column provided on the form Z.83. NB: Failure to comply with the above instructions will disqualify applicants. 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). Please note that 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 advertisement, please accept that your application was unsuccessful. Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. NB: Please ensure that your application reaches this office not later than 16h00 on weekdays. Employment Equity: Preference will be given to the following candidates as per Employment Equity target: All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply.

CLOSING DATE

: 08 November 2024

POST 39/109

: **PHARMACIST ASSISTANT (POST BASIC) GRADE 1/2/3 REF NO: EMP02/2024**
Component: ARV-Rollout

SALARY

: Grade 1: R250 947 – R282 927 per annum

Grade 2: R290 436 – R307 221 per annum
Grade 3: R313 306 – R355 812 per annum
13th Cheque, Home Owners Allowance (Employee must meet prescribed requirements),
Medical aid (Optional)

**CENTRE
REQUIREMENTS**

: Queen Nandi Regional Hospital (Empangeni)
: Senior Certificate / Grade 12. Registration with SAPC as a Pharmacist Assistant (Post Basic).
Current Registration with SAPC. Experience Required: **Grade 1:** No experience required.
Grade 2: Minimum of 5 years' relevant experience after registration with SAPC as a Pharmacist
Assistant (Post Basic). Grade 3 Minimum of 13 years' relevant experience after registration with
SAPC as a Pharmacist Assistant (Post Basic). Knowledge, Skills and Competencies Required:
Computer literacy, good communication, numeric and interpersonal skills. Organizational,
planning, problem solving and time management skills. Knowledge of departmental work
processes and procedures. Stock management – basic procedures and principles. Willingness
to undergo further training as a pharmacy assistant. Must be pleasant, compassionate and
diplomatic and be able to work under pressure.

DUTIES

: Requisition for and prepare medicines for dispensing. Supply wards and departments with
medicines according to departmental policies. Collect and maintain accurate and appropriate
records. Perform all duties in accordance with regulations of the professional standards and
according to scheduled duties. Pre-packing of pharmaceutical and non-pharmaceutical
products, manufacture/compounding of non-sterile pharmaceutical products under supervision
of a pharmacist. Maintain good housekeeping in the pharmaceutical environment. Provide basic
primary health education. Promote communication to and with a patient in the execution of the
functions described. Labelling of stock.

**ENQUIRIES
APPLICATIONS**

: Dr M Samjowan Tel No: (035) 907 7008 / Ms N Moodley Tel No: (035) 907 7010
: All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional
Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street,
Empangeni, 3880 queennandihospital.hrjobapplication@kznhealth.gov.za

**FOR ATTENTION
NOTE**

: Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 907 7011
: Applicants are requested to apply with a new Z83 Application Form obtainable at any
Government Department or the website www.kznhealth.gov.za (effective from 01.01.2021). The
Z83 form must be completed in full and page 2 duly signed. Clear indication of the post and
reference number that is being applied for must be indicated on Z83. Detailed Curriculum Vitae
(CV). Information such as educational qualifications, date(s) of registration with council, relevant
work experience and periods in service should be clearly indicated on the CV. Applicants are
not required to submit Copies of qualifications and other relevant documents on application.
Such documents will be requested from shortlisted candidates only. General information: Short-
listed candidates must be available for interviews at a date and time determined by the KZN
Department of Health. The appointments are subject to positive outcomes obtained from the
State Security Agency (SSA) to the following checks (security clearance (vetting), criminal
clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA,
verification of previous experience from Employers and verification from the Company
Intellectual Property Commission (CIPC). People with disabilities should feel free to apply.
Males are encouraged to apply for this post. Applicants are respectfully informed that, if no
notification is received within 3 months after the closing date, they must consider their
applications unsuccessful. It is the applicant's responsibility to have a foreign qualification,
which is the requirement of the post, evaluated by the South African Qualifications Authority
(SAQA). All employees in the Public Service that are presently on the same salary level but on
a notch/package above of the advertised post are free to apply. Fingerprints will be taken on
the day of the interview. The social media accounts of shortlisted applicants may be assessed.
Due to severe budgetary constraints that the hospital is currently facing, candidates are
respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling
(S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be
paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post
should arrange their own private accommodation prior to the assumption of duty NB: Shortlisted
candidates will be required to submit proof of work experience endorsed and stamped by the
employer/s and/or certified copies of qualifications and registration certificates (where
applicable) prior to the date of the interview.

CLOSING DATE

: 15 November 2024