



## **PUBLIC SERVICE VACANCY CIRCULAR**

**PUBLICATION NO 27 OF 2023**  
**DATE ISSUED 04 AUGUST 2023**

### **1. Introduction**

- 1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.
- 1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

### **2. Directions to candidates**

- 2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**
- 2.2 Applicants must indicate the reference number of the vacancy in their applications.
- 2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.
- 2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

### **3. Directions to departments**

- 3.1 The contents of this Circular must be brought to the attention of all employees.
- 3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.
- 3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.
- 3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

### **4 SMS pre-entry certificate**

- 4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: [www.thensg.gov.za](http://www.thensg.gov.za).

### **AMENDMENT**

**DEPARTMENT OF HIGHER EDUCATION AND TRAINING: NKANGALA TVET COLLEGE:** Kindly take note that the post of Assistant Director – Governance, which was advertised in Public Service Vacancy Circular 25 dated 21 July 2023, the closing date has been extended to 11 August 2023.

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

**ERRATUM:** Kindly note that the following post were advertised in Public Service Vacancy Circular 25 dated 21 July 2023, The Operational manager PHC specialty with Ref No: rvhumz om 15/2023 (X1 post) (**under Harry Gwala Health District {Rietvlei Hospital}**) have been withdrawn.

**OTHER POSTS**

- POST 27/153** : **CLINICAL MANAGER (OBSTETRICS) REF NO: SAP 21/2023 (X1 POST)**
- SALARY** : Grade 1: R1 288 095 - R1 427 352 per annum, (all-inclusive package). Other Benefits: Rural Allowance, 13th Cheque, medical Aid must meet prescribed requirements)
- CENTRE** : St Apollinaris Hospital
- REQUIREMENTS** : Senior Certificate/ Matric or Grade 12. MBCHB Degree of equivalent qualification. Current Registration with HPCSA as a Medical Practitioner (2023). Diploma in Obstetrics and Gynaecology (or Higher)/ MMED in Family Medicine. At least 3 years' experience as a Medical Practitioner after registration with HPCSA as a Medical Practitioner of which 1 year must have been spent in O and G Department. Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration. Recommendations: Post-graduate qualification in management/ Leadership. A valid driver's license code 08/10. Diploma in Obstetrics Knowledge, Skills and Competencies Required: Knowledge of health legislation and policies at public institution. Excellent human, communication and leadership skills. Sound knowledge and clinical skills. Ability to develop policies. Sound knowledge of Obstetrics and Gynaecology. Computer literacy. Sound negotiation, planning, organizing, decision making and conflict management skills. Proof of training in ESMOE. Good team building and problem solver. Knowledge of medical disciplines and management skills. Knowledge and experience in District Health System.
- DUTIES** : Management of Obstetrics and Gynaecology inpatients. Provide the management support and supervision to all medical officers in maternity ward and theatre. Support continuous professional development by information seminars and scheduling external meetings. Chair monthly perinatal and mortality in absence of the chairperson. To ensure provision of protocols and guidelines to doctors. Participate to quality improvement plans. Ensure continuous monitoring of perinatal and mortality meetings through clinical audits. Perform overtime. Provide after-hours emergency obstetrics and Gynaecology services. Ensure the running of antenatal and Gynaecology outpatient clinic. Manage the work in Labour ward and theatre. Lead academic activities of the Department and teaching of junior staff. Contribute to the running of the obstetrics services in the community referral clinics. Work as part of team providing district hospital based obstetrics and Gynaecology services. Support PHC clinics referring to Obstetrics and Gynaecology department.
- ENQUIRIES** : Should be directed to Dr NE Mancini Tel No: (039) 833 9001
- APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za
- FOR ATTENTION** : Human Resources Section, or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.
- NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing

date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims. 25 August 2023

**CLOSING DATE**

:

**POST 27/154**

:

**CLINICAL MANAGER REF NO: GTN 28/2023 (X1 POST)**

**SALARY**

:

R1 288 095 per annum, (inclusive package). Other Benefits: 22% Rural allowance, Commuted Overtime.

**CENTRE**

:

Greytown Hospital

**REQUIREMENTS**

:

Senior Certificate /Grade 12. MBCHB degree or equivalent qualification. Current registration certificate with HPCSA as Medical practitioner. At least (04) Four years' experience as a Medical Officer after registration as Medical Practitioner with the HPCSA. Valid driver's licence code EB. Competence in performing general anaesthesia. Knowledge, Skills and Competences: Knowledge of health legislation and policies at public institution. Excellent human, communication and leadership skills. Sound knowledge and clinical skills. Ability to develop policies. Sound knowledge of clinical scope as applicable to district hospital. Computer literacy. Sound negotiation, planning, decision making and conflict management skills. Good team building and problem solving skills. Knowledge of medical disciplines and management skills. Knowledge and experience in District Health System.

**DUTIES**

:

Management of inpatient including obstetrics and Gynaecology. Provide management support and co-supervision to all medical officers. Support continuous professional development by information seminars and scheduling external meeting. Chair scheduled clinical governance meeting in the absence of the chairperson. To ensure provision of protocol and guidelines to doctors. Participate to quality improvement plan. Provide an after hour emergency services. Participate in academic activities of the department and teaching of junior staff. Participate to the running of the obstetrics services in the community referral clinics. Work as a part of team providing districts hospital based Obstetrics and Gynaecology services under consultation guidance.

**ENQUIRIES**

:

Mr. J.B Twayigira Tel No: (033) 4139 400

**APPLICATIONS**

:

Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown, 3250.

**FOR ATTENTION**

:

Mrs Z.J Ngobe

**NOTE**

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The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). Failure to comply with the above instructions will disqualify the applicants. The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date.

**CLOSING DATE**

:

21 August 2023

**POST 27/155** : **MEDICAL SPECIALIST (PSYCHIATRY) REF NO: EPH 01/2023**  
Cluster: KZN Department of Health

**SALARY** : Grade 1: R1 214 805 – R1 288 095 per annum, (all-inclusive packages) consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules.  
Grade 2: R1 386 069 – R1 469 883 per annum, (all-inclusive packages) consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules.  
Grade 3: R1 605 330 – R2 001 927 per annum, (all-inclusive packages) consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules.  
Other Benefits: In-Hospitable Area Allowance (18% of basic salary). Commuted overtime (conditions apply)/the incumbent in the post would be required to enter into a performance contract for commuted overtime.

**CENTRE REQUIREMENTS** : Ekuhlengeni Psychiatric Hospital  
: Senior Certificate or equivalent qualification. MBCHB Degree or equivalent qualification plus appropriate qualification that allows for registration with Health Professions Council of South Africa (HPCSA) in a normal specialty (Psychiatry). Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist in a normal specialty (Psychiatry). Experience: **Grade 1:** No experience required. **Grade 2:** Further to the minimum requirements mentioned herein, the appointment to Grade 2 requires 5 years appropriate experience after registration with HPCSA as Medical Specialist in a normal specialty. Medical Specialist **Grade 3:** Further to the minimum requirements mentioned herein, the appointment to Grade 3 requires 10 years appropriate experience after registration with HPCSA as Medical Specialist in a normal specialty. Knowledge, Skill, Training & Competencies: Knowledge of current Health Legislation and policies at Public Institutions. Good communication and leadership, interpersonal and decision making qualities. Sound knowledge and skills associated with the practice of Psychiatry. Demonstrate the ability to work as a part of a multidisciplinary team. Ability and experience in teaching, research and administration.

**DUTIES** : Render Psychiatric services in the hospital. Ensure adherence to Professional Medical Standards. Supervise and provide training to other Medical Officers, Interns and Nurses. Coordinate Multi-disciplinary team. Ensure that the environment complies with the Health and Safety Act, that the staff adhere to the safety precaution and that staff welfare is maintained to attain optimal productivity. Formulate and manage protocols in accordance with departmental policies that will have a positive impact on the provision of services and ensure that the staff is aware of these. Develop psychiatry services and provide clinical staff with expert advice and opinion with regard to mental health care. Coordinate and support the mental outreach programme. Implement fiscal control measures and guidance on quality assurance to comply with the set quality standards.

**ENQUIRIES APPLICATIONS** : Mr. M Zondo Tel No: (031) 9054 777/6/5  
: All applications should be forwarded to: The Human Resource Manager: Ekuhlengeni Psychiatric Hospital: KZN Department of Health, P.O. BOX 3, Umbogintwini, 4125 or Hand delivered to: Off Old South Coast Road, Umbogintwini.

**FOR ATTENTION NOTE** : Ms. GP. Cele  
: Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za), and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their

applications were unsuccessful. It is the applicants' responsibility to have a foreign qualification, which is requirement of the post, evaluated by the South African Qualification Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

- CLOSING DATE** : 31 August 2023
- POST 27/156** : **MEDICAL SPECIALIST REF NO: MED SPEC-RENAL/2/2023**  
Department: Nephrology
- SALARY** : Grade 1: R1 214 805 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 2: R1 386 069 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 3: R1 605 330 per annum, all-inclusive salary package, (excluding commuted overtime).
- CENTRE REQUIREMENTS** : IALCH and Durban functional region  
: MBChB or equivalent, FCP (SA). Current Registration with HPCSA as a Specialist Physician Experience: Specialist **Grade 1**: No experience required. **Grade 2**: Five (5) years post registration experience as a Specialist Physician-Nephrologist. Specialist **Grade 3**: Ten (10) years post registration experience as a Specialist Physician-Nephrologist. Knowledge, Skills, Training and Competency Required: Drivers Licence and own transport. Ability to teach and supervise registrars, medical officers, ancillary and nursing staff. Management Skills: Good administrative, decision making and communication skills. Knowledge and experience in clinical research. In-depth knowledge of medical ethics and its application.
- DUTIES** : Function as a specialist physician with an interest in nephrology. Management of general nephrology, chronic peritoneal dialysis and transplant outpatient clinics. Performance of kidney biopsies, vascular haemodialysis access and percutaneous Tenckhoff catheter insertions. Manage acute and chronic haemodialysis at IALCH, Saint Aidans and Addington hospital. Supervise and manage medical and allied staff at IALCH. Performance of administrative duties at IALCH. Actively participate in the academic and research programme of the Department of Nephrology. Perform clinical audits and be involved in the operational planning of the Department of Nephrology. Participate in the academic programme at the Nelson R Mandela School of Medicine, including student teaching, undergraduate and postgraduate exams. The successful candidates are required to participate in after-hours overtime work.
- ENQUIRIES APPLICATIONS** : Prof A Assounga Tel No: (031) 240 1324/0312401325  
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 25 August 2023

**POST 27/157** : **DEPUTY MANAGER NURSING (LEVELS 1&2 HOSPITALS) REF NO: MAN 44/2023 (X1 POST)**

**SALARY** : R930 747 – R1 174 446 per annum, (all inclusive package). Other Benefits: 8% Inhospitable Area Allowance, 13th Cheque, Housing Allowance and Medical Aid: Optional (Employee must meet prescribed requirements)

**CENTRE REQUIREMENTS** : Harry Gwala Regional Hospital  
 : Senior certificate/Grade 12. Basic R425 Qualification (i.e. Diploma/Degree in Nursing obtained from the Varsity/College) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration certificate with the SANC as a Professional Nurse. A minimum of nine (9) years appropriate / recognizable experience in Nursing after registration as a Professional Nurse with the SANC in General Nursing and at least four (4) years of the period referred to above must be appropriate / recognizable experience at Management level. Recommendation: Diploma /Degree in Nursing Management will be an added advantage. Knowledge of relevant legislative framework governing the Public Service. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, and other members of the multi-disciplinary team including the writing of reports. Good human relations displaying a concern for patients, promoting and advocating patients' needs and expectations (Batho Pele). High concern for excellence, tenacity and resilience. Leadership and management skills. Problem analysis and decision making skills. 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 units. Be able to work under pressure.

**DUTIES** : Provide guidance and leadership towards the realization of strategic goals and objectives of the nursing division. Provide professional, technical and management support for the provision of quality patient care through proper management of nursing care programs. Advocate and ensure the promotion of nursing ethos and professionalism. Develop and monitor the implementation of policies, programmes, regulations, practices, procedures and standards pertaining to nursing care. Represent Nursing Department in the Senior Management Team. Establish, maintain and participate in inter-professional and multi- disciplinary teamwork that promotes efficient and effective patient care across all domains. Ensure effective management, supervision and utilization of human and material resources. Ensure adherence to prescribed nursing policies and procedures. Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care. Deal with disciplinary and grievance matters. Evaluate and monitor compliance with clinical protocols, norms and standards of the hospital. Participate in implementation and adherence to National Core Standards. Work effectively and amicably with persons of diverse intellectual, cultural, racial or religious differences.

**ENQUIRIES APPLICATIONS** : Mrs. N.T. Nxaba Tel No: (033) 395 4039  
 : 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.

**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](http://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. 01/01/2023. 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. The 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** : 25 August 2023
- POST 27/158** : **DEPUTY MANAGER NURSING REF NO: MOS/DNM/03/2023 (X1 POST)**  
Re-advert, those who previously applied need not to re-apply
- SALARY** : R930 747 - R1 045 731 per annum (Level 12). Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 12%
- CENTER** : Mosvold District Hospital
- REQUIREMENTS** : Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) Degree /Diploma in General Nursing & Midwifery, A minimum of 9 years appropriate/ recognisable experience as a professional nurse after registration with SANC as professional nurse. At least 4 years of the period referred to above must be appropriate/ recognisable experience at management level ( Assistant Manager Nursing). Proof of current registration with SANC for 2023 (Only when shortlisted). Proof of previous and current work experience (certificate/s of service, official letter of service) endorsed and stamped by HR (only when shortlisted). Recommendations: Diploma in Nursing Management. Valid driver's license. Computer literacy (MS Office programmes). Knowledge, Skills and Competencies Required: In depth knowledge and understanding of nursing care processes and procedures, nursing statutes and other health related acts, such as Nursing Act, Health Act, Skills Development Act, Labour Relations Act, Occupational Health Act, Public service Act, Patients Right. Knowledge and understanding of Legislative framework governing the Public services including Skill Development Act, Public Service Regulations, Labour Relations Act, Grievance procedures and disciplinary procedures. Good Communication, report writing, facilitation, co-ordination, decision-making, leadership, planning, organizing, negotiation, networking and interpersonal skills. Strategic planning, Responsiveness, Pro-activeness, Professionalism, Accuracy and Flexibility to work under pressure. Ability to prioritize issues and other work related matters and comply with the time frames. Good verbal and written communication skills. Sound labour/conflict management skills. Knowledge and understanding of human resource and financial practices.
- DUTIES** : To plan, direct, co-ordinate and manage the delivery of nursing services. Manage and support the Nursing component in an effective and efficient manner, working with the executive management team. To effectively represent the interest of the nursing component in the Executive Management Committee. Provide strategic leadership for the nursing component including clinics to ensure that primary care services in order to improve the health outcomes. Ensure that adequate policies, systems and procedures are in place to enable judicious management of financial resources allocated to nursing component. Ensure appropriate asset management and accountability of all assets under the nursing component. Advocate and ensure promotion of nursing ethos. Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress. Monitoring and evaluation of patient care in the hospital. Initiate and participate in health promotions. Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources in the component. Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety Committees. Ensure continuous development and training of nursing personnel and implement monitoring and evaluation of performance. Ensure that data management and monitoring is included in all nursing managers. Ensure compliance of the nursing component with Ideal hospital and norms and standards. Establish and maintain effective working relationship between nursing staff and other stakeholders (multidisciplinary teams, inter-sectoral, community etc). Ensure the integration of COVID 19 management and vaccination into routine services and other health programmes. Participate and contribute in the strengthening of Clinical governance and Quality improvement in the hospital.

**ENQUIRIES** : Dr B. Mung'omba - Chief Executive Officer Tel No: (035) 591 0122, ext 1003

**APPLICATIONS** : Should be forwarded to: The Chief Executive Officer, Mosvold Hospital, Private Bag X2211, Ingwavuma, 3968 or Hand Deliver at Mosvold Hospital - Admin Block-Registry Department

**FOR ATTENTION** : Dr. B. Mung'omba

**NOTE** : 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must bring an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications {Only when shortlisted}. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

**CLOSING DATE** : 22 August 2023

**POST 27/159** : **MEDICAL OFFICER REF NO: MOENT/2/2023**  
Department: ENT

**SALARY** : Grade 1: R906 540 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 2: R1 034 373 per annum, all-inclusive salary package, (excluding commuted overtime).  
Grade 3: R1 197 150 per annum, all-inclusive salary package, (excluding commuted overtime).

**CENTRE** : Inkosi Albert Luthuli Central Hospital

**REQUIREMENTS** : MBCHB Degree; Current registration with the Health Professions Council of South Africa as an Independent Medical Practitioner. Additional advantage: Knowledge and skills/experience in surgical disciplines and/or ENT; and/or CMSA FCORL or FCS primary qualifications. Experience **Grade 1:** No Experience required from South African qualified employees. One year relevant experience after registration as a Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 2:** Five (5) years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner. 6 Years relevant experience after registration as Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Requires ten (10) years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner. 11 Years relevant experience after registration as Medical Practitioner with a recognised foreign health professional council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Knowledge, Skills and Competencies Required: Sound communication, negotiation, planning, organising, leadership, decision-making and interpersonal skills. Demonstrate the ability to work as part of a multidisciplinary team. Ability to function as a part of the ENT team in the District functional region. Knowledge and skills/experience in surgery and/or ENT is an added advantage as are CMSA ENT primary qualifications.

**DUTIES** : Participate in the delivery of Otorhinolaryngology services to the district functional region, as determined by the Head of Department Provide



appropriate peri-operative assessment of the ENT patient, management and follow-up of patients as determined by the surgical condition and the patient's co-morbidities. Actively participate in the academic, research and outreach activities of the Discipline. Participate in the quality improvement programs of the department including clinical audits, clinical governance and CPD activities. Maintain clinical, professional and ethical standards Ensure sound labour relations in compliance with relevant legislation while maintaining the interests of the patient. Mandatory participation in Commuted Overtime. The successful applicant will be required to perform after hour duties in the Durban Functional Region, covering more than one hospital in the regional including but not limited to IALCH and King Edward VIII Hospitals.

**ENQUIRIES  
APPLICATIONS**

: Dr Kuhn (HCU) or Dr Sibiyi (HOD) Tel No: (031) 240 1754  
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE**

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE**

: 25 August 2023

**POST 27/160**

: **ENGINEER REF NO: SYS 04/2023 (X1 POST)**

**SALARY**

: Grade A: R795 147 - R847 221 per annum, (all-inclusive package)  
 Grade B: R894 042 – R962 292 per annum, (all-inclusive package)  
 Grade C: R1 020 087 - R1 197 978 per annum, (all-inclusive package)  
 Plus Medical Aid: Optional, Home Owners Allowance (Employee must meet the prescribed requirements)

**CENTRE  
REQUIREMENTS**

: Harry Gwala Regional Hospital  
 : Senior Certificate\Grade 12 Engineering diploma\degree in Mechanical Engineering NQF level 6 or equivalent. Registered with ECSA as a Professional Engineer. Three (3) years' experience post qualification. Valid driver's license. Understanding of financial management, good communication skills both (verbal and written). Computer literacy, preferably in MS Word, Excel, PowerPoint, and computer aided engineering applications. Good planning and organizing skills. Knowledge of legal compliance and technical report writing skills. Knowledge, Skills, Competencies and Training Required: Construction Industry Development Board Act of 2000 and Regulations. PFMA /Division of Revenue Act/ Treasury Regulations/ Practice. Notes/ Instructions/ Circulars/Construction Procurement System. Provincial/Departmental Supply Chain Management Policies. Occupational Health and Safety Act of 1993. Broad Based Black Empowerment Act of 2003. Preferential Procurement Act of 2000 and Regulations. Quantity Surveying Profession Act 2000. National Building Standards Act of 1977 and Regulations. Government Immovable Asset Management Act of 2007. Relevant Provincial Land Administration Legislation. ISO standards. All different types and forms of construction contracts. Competence Standards for Construction Procurement as Issued by CIDB. Project and Construction Management Act of 2000. Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act of

2000.Health Act and Regulations. National Environmental Management Act of 1998.Engineering Profession Act of 2000.Applying Expertise and Technology. Adhering to Principles and Values. Deciding and Initiating Action. Delivering Results and Meeting Customer Expectations. Writing and Reporting. Formulating Strategies and Concepts. Planning and Organising. Presenting and communicating Information. Analysing, Learning and Researching. Creating and Innovation. Relating and Networking. Computer Literate.

**DUTIES**

: Ensure Infrastructure Programme and Project Planning in line with IDMS. Ensure Infrastructure Programme and Project Implementation and Monitoring. Ensure Infrastructure Project Commissioning. Orientate users in terms of the optimal usage of Facilities. Infrastructure Programme and Project Evaluation. Implement quality control of work delivered by employees. Maintain discipline. Develop and manage the operational plan. Plan and allocate work. Coordinate and participate in project commissioning, including site visits. Review the Maintenance Plans and Budgets on completion of projects. Collect and update information on systems (if applicable) in terms of Technical Condition. Assessments on completion of projects. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including. interaction with relevant professional development boards/councils.

**ENQUIRIES**

: Mr L.D.Memela Tel No: (033) 395 4364

**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.

**FOR ATTENTION**

: Mr. T.C. Manyoni

**NOTE**

: 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](http://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. 01/01/2022. 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. The 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: All appointments will be made in accordance with the Employment Equity target of the Hospital. People with disability are encouraged to apply.

**CLOSING DATE**

: 28 August 2023

**POST 27/161**

: **CLINICAL PSYCHOLOGIST GRADE 1 REF NO: MGMH23/2023**

**SALARY**

: Grade 1: R790 077 – R866 658 per annum. Plus 13th cheque, Medical Aid Subsidy (optional) and home owners allowance (subject to meeting prescribed requirements).

**CENTRE**

: Mahatma Gandhi Memorial Hospital

**REQUIREMENTS**

: Senior Certificate/Grade 12 or equivalent. Master's degree in clinical psychology. Certificate of registration with the HPCSA as a Clinical Psychologist (Independent Practise). Knowledge, Skills, Training and Competencies Required: Sound knowledge in Psycho-diagnostic, psychotherapy and psychological assessment suitable to hospital settings. Sound knowledge of medico-legal assessment tests and report writing of forensic reports. Sound knowledge of principles, policies, protocols and act applicable to the profession (Including ethics, mental health and patient risk management. Ability to function as part of multidisciplinary team. Excellent verbal and written communication skills. Good interpersonal, decision-making

**DUTIES**

and problem-solving skills. Good time management, planning, organizing and administrative skills. Self-motivation, resilience and dedication to service delivery. Ability to work in a fast-paced environment. Computer proficiency.

: Provide general clinical psychological services (Individual and group) to in-and outpatients, adults and children. Develop and provide specialised services for various medical specialist areas, administer, interpret psychological tests and write reports on clinical and psychometric assessments. Participate in multidisciplinary meetings and/or ward rounds. Complete administration duties in respect of the department. Serve a consultative, evaluative and mentor function to peers and students. Organise and implement events for mental health public awareness in line with promotion events calendar. Liaise and cooperate with other professionals as well as external stakeholders. Participate in Quality improvement programmes in the Psychology Department and the hospital. Participate in ongoing professional development within the Department and hospital.

**ENQUIRIES  
APPLICATIONS**

: Dr. C Persad Tel No: (031) 502 2012

: Please forward application quoting the reference number to the Human Resource Office, Mahatma Gandhi Memorial Hospital, Private Bag X13, Mount Edgecombe, 4300 or Hand Delivered can be submitted to Human Resources.

**FOR ATTENTION  
NOTE**

: Mr E.S Gwala

: The following documents must be submitted: Applicants must utilize the most recent Z83 application form for employment obtainable from any government department or from the website-[www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are required to complete and submit Z83 Form and Curriculum vitae (CV). Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum vitae (CV). The certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. The reference number of the post must be indicated in the column provided on the Z83 application form e.g. MGMH/01/2023. Faxed / emailed applications will not be considered. N.B: failure to comply with the above instructions will disqualify applicants. Applicants are advised that due to a number of applications anticipated, individual applications will not be acknowledged. Should you not receive a Response within six (6) weeks after the closing date the application must be considered unsuccessful. People with disability should feel free to apply. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representativity in all levels of all occupational classes of the department. S & T and Resettlement will not be paid to the eligible candidates due departmental budgetary constraints.

**CLOSING DATE**

: 21 August 2023

**POST 27/162**

: **ASSISTANT MANAGER NURSING SPECIALTY (OT; CASUALTY &OPD)  
REF NO: ITSH 25/2023 (X1 POST)**

**SALARY**

: R683 838 per annum. Other Benefits: 13th Cheque, Housing Allowance (Employee must be prescribed requirement, 12% Rural Allowance and Medical Aid (Optional)

**CENTRE  
REQUIREMENTS**

: Itshelejuba District Hospital

: National Senior Certificate/ Grade 12 or Equivalent qualification. Current registration with SANC as a General Nurse and Midwifery, A minimum of 10 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC as a general nurse and midwifery. At least 6 years of the period referred to above must be appropriate/recognizable experience in Critical Care obtaining post basic qualification in Critical Care/ 1 year post basic in Speciality (Diploma in Operating Theatre Technique)/ Trauma, At least 3 years of the period referred to above must be appropriate or recognizable experience at management level, Recommendations: Diploma/Degree in Nursing Administration and Nursing Management, be computer literate with proficiency in MS Office Software Application, Valid driver's license. Knowledge, Skills and Competencies Required: Advanced knowledge and skills of nursing care processes and procedures, nursing statutes and other relevant legal framework Nursing Act, Health Act, Occupational Health and Safety Act, Labour Relations Act, Public Service Regulations, Patients Right Charter, Batho Pele Principle and etc. Strong communication (written and verbal), leadership and interpersonal skills, problem solving, conflict management, decision making skills and presentation skills. Sound knowledge of Nursing Management. Knowledge on SANC rules

and regulations. Knowledge and experience in implementation of Batho Pele Principles, Patients Right's Charter and code of conduct. Computer skills in Basic Programmes. Human Resources Management and Basic Financial Management Skills. High level of accuracy, initiative and innovation. Ability to prioritize issues and other work related matters and comply with time frames. Insight into the public health sector strategies and prioritize including nursing strategy, standards procedures and policies pertaining to nursing care. Conflict management, mentorship, supervisory and change management skills.

**DUTIES**

: To support and supervise the deliver quality nursing care to patients in nursing units, and to facilitate the implementation of health programs in OPD/Casualty & Operational Theatre. Manage resources allocated to the nursing unit an economically, efficient and effective manner. Supervise formulation standard operating procedures for nursing services. Coordinate the activities and projects of the multidisciplinary health team. Manage resources allocated to the nursing unit an economically, efficient and effective manner. Supervise formulation standard operating procedures for nursing services. Coordinate the activities and projects of the multidisciplinary health team. Manage resources allocated to the nursing unit an economically, efficient and effective manner. Supervise formulation standard operating procedures for nursing services. Coordinate the activities and projects of the multidisciplinary health team in provision of safe practices in managing theatre and trauma cases. Develop Standard Operating Procedures specific to Operating Theatre and Trauma Units. Develop/establish and maintain constructive working relationship with nursing and other stakeholders. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Ensure adherence to prescribed policies and procedures. Monitor and implement EPMDS. Improve quality of care through reduction of patient complaints, public complaints and waiting times. Manage patient safety incidents as per national policy. Ensure that accurate, reliable statistics and reports are generated and forward to relevant office on time. Monitor and evaluate effectiveness of nursing staff development (infection control, quality control and information management practices in the hospital against set standards with view to identify gaps and address problems timeously). Investigate adverse events and develop action plans for gaps identified. Conduct nursing audits in order to monitor the quality of care. Deal with labour relations issues pertaining to the unit.

**ENQUIRIES APPLICATIONS**

: All enquiries should be directed to Ms. JN Mthenjana Tel No: (034) 413 4000  
 : all applications must be addressed to Itshelejuba Hospital, Private Bag X0047, Pongola, 3170 or hand delivered to Human Resource Office. NB: Due to delays at Post Office applicants are encouraged to hand deliver or courier the applications.

**NOTE**

: Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. The reference number must be indicated in the column provided on Z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

**CLOSING DATE**

: 28 August 2023

**POST 27/163**

: **ASSISTANT MANAGER NURSING GR 1 REF NO: EMP23/2023**

**SALARY**

: Grade 1: R683 838 – R767 184 per annum. Plus 8% In-hospitable allowance, 13th Cheque, Home Owners Allowance (Employee must meet prescribed requirements), Medical aid (Optional)

- CENTRE REQUIREMENTS** :
- Queen Nandi Regional Hospital (Empangeni)
- Degree/Diploma qualification that allows registration to General Nursing & Midwifery. Post basic relevant nursing qualification with duration of at least 1 year (Diploma in Advanced Midwifery & Neonatal Nursing Science). Registration certificate with SANC. A minimum of 10 years appropriate / recognizable experience in the nursing after registration as a Professional Nurse with the SANC in General Nursing and Midwifery. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post basic qualification in Diploma in Advanced Midwifery & Neonatal Nursing Science. At least 3 years of the period referred to above must be appropriate/recognizable experience at Management Level. Recommendation: Computer literacy & Drivers' License. Degree/Diploma in Nursing Management. Post basic Degree/Diploma Critical care nursing. Post basic Degree/Diploma Child Nursing Science. Management experience in Neonatal unit will be an added advantage. Knowledge, Skills, Competencies Required: Knowledge of Public Service Acts, regulations and policies. Knowledge of SANC rules and regulations. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Knowledge of Code of conduct, labour relations and disciplinary procedures and processes. Basic understanding of finance policies and procedures, and management of Human Resources. Good communication, verbal, written, problem-solving, leadership skills, interpersonal and conflict management skills. Teambuilding, supervisory/management and analytic skills. Basic computer literacy as a support tool to enhance service delivery. Sound knowledge of nursing care processes and procedures, scope of practice in areas of work performance and other relevant legal frameworks. Knowledge of clinical governance structures, Norms and standards, Ideal hospital, occupational health and safety, infection preventions and control, medical waste and risk management. Familiar with complaints management and patient safety incident and learning procedures and guidelines. Knowledge and experience in implementation of Batho Pele Principles and Patient's Rights Charter. Familiar with following programmes: MBFI, ESMOE, KINK guidelines, Epop.
- DUTIES** :
- Demonstrate effective communication with supervisors, other health professionals and support services personnel and junior colleagues, including more complex report writing when required. Ability to direct a multi-disciplinary team, meet regularly to ensure good nursing care. Work effectively and amicably, at management level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work and that of units reporting to the post, and to ensure appropriate interventions to enhance nursing services. Able to develop and maintain a nursing service environment that promotes the rights of patients, advocating and facilitating proper treatment and care and ensuring that the principles of Batho Pele are adhered to. Demonstrate the required computer literacy to adequately manage information according to the requirements of the hospital. Able to plan, maintain and control the nursing services budget for the relevant units. Coordination of optimal, holistic specialized nursing care provided within set standards and professional/legal framework. Supervision of personnel and programs using the standardized and prescribed audit tools. Participation in clinical audits morbidity and mortality. Involved in data verification using prescribed tool and source documents to ensure quality of data. Ensure reduction of morbidity and mortality in Neonatal Unit. Ensure availability and proper utilization of resources for smooth running of the unit. Participation in effective and efficient management of human, material resources. Demonstrate effective communication with patients, visitors, supervisors, and other health professionals and junior colleagues. Work as part of multi-disciplinary team at hospital level to ensure good nursing care by the nursing team. Work effectively at a supervisory level with persons of diverse intellectual. Display a concern for patients, promoting, advocating and facilitating proper treatment and care ensuring that the hospital adheres to principles of Batho Pele. Monitor and evaluate staff performance in terms of EPMDS. Promotion of team effort. Implementation and management of Infection control and prevention protocols. Play an active role in complaints management and reduce the number of complaints.
- ENQUIRIES APPLICATIONS** :
- MRS J Marais Tel No: (035) 907 7005
- All applications must be forwarded to: Human Resources Offices at Queen Nandi Regional Hospital Private Bag X20005, Empangeni, 3880. Physical Address: 21 Union Street, Empangeni, 3880.
- FOR ATTENTION** :
- Deputy Director Human Resources Mr SM Ndabandaba Tel No: (035) 907 7011

<b><u>NOTE</u></b>	:	Applicants are requested to apply with a new Z83 Application Form obtainable at any Government Department or the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> (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 available for interviews at a date and time determine by the KZN Department of Health. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). People with disabilities should feel free to apply. Males are encouraged to apply for this post. Applicants are respectfully informed that, if no notification is received within 3 months after the closing date, they must consider their applications unsuccessful. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA). All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Fingerprints will be taken on the day of the interview. The social media accounts of shortlisted applicants may be assessed. Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply: Subsistence & Travelling (S&T) allowance claims will not be processed. Resettlement and or relocation claims will not be paid. The Hospital has a limited accommodation; therefore, incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty NB: Shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s and/or certified copies of qualifications prior to the date of the interview.
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/164</u></b>	:	<b><u>OPERATIONAL MANAGER NURSING (PHC-GATEWAY CLINIC) REF NO: UNTU 30/2023 (X1 POST)</u></b> Component: Nursing
<b><u>SALARY</u></b>	:	R627 474 - R703 752 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance Housing Allowance: Employee Must Meet Prescribed Requirements.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Untunjambili Hospital Senior certificate STD 10/ (Grade 12), Degree/Diploma in General nursing and Midwifery. That allows Registration with the SANC as a Professional Nurse. A minimum of 9 Years appropriate/recognizable nursing experience after registration as a Professional Nurse, of which at least 5 years must be appropriate/recognizable experience, after obtaining the one year post basic qualification in the relevant speciality. Post Basic qualification with a duration of at least 1 year in Curative skills in Primary Health Care accredited with the SANC. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes And Abilities Knowledge of Nursing Care processes and procedures, nursing statutes, and relevant legal framework i.e. Nursing Act, Occupational Health and Safety Act, Patient's Rights Charter, Batho Pele Principles, Public Service Regulations Grievance Procedures etc. Leadership, organizational, decision making and problem solving abilities. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Financial and budgetary knowledge pertaining to the relevant resources under management. Insight to procedures and policies pertaining to nursing care. Computer skills.
<b><u>DUTIES</u></b>	:	Provision of advanced/more complex primary curative health. Continuous evaluation of nursing care and nursing services. Involvement with matching research to the needs of the community. Work effectively and amicably, at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Provide a safe and therapeutic environment to practice safe nursing care. Monitor and evaluate staff performance in terms of Employee Performance Management Development System. (EPMDS). Ensure effective

management of complaints. Ensure quality data management. Ensure proper utilization of all resources and exercise care over government property. Facilitate the realization and maintenance of Ideal Clinic program. Deal with disciplinary and grievance matters including monitoring and managing absenteeism. Participate in operation sukuma sakhe. Support PHC re-engineering by ensuring that outreach teams are functional. Implement and monitor all relevant legislation frameworks and prescriptions.

**ENQUIRIES**  
**APPLICATIONS**

: Ms. NP Ngubane Tel No: (033) 444 1707  
: Applications should be forwarded to: Human Resource Manager Private Bag X216, Kranskop, 3268 or Hand Deliver or courier your application.

**NOTE**

: Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

**CLOSING DATE**

: 21 August 2023

**POST 27/165**

: **OPERATIONAL MANAGER TRAUMA (SPECIALTY) REF NO: RCH 33/2023 (X1 POST)**

**SALARY**

: R627 474 per annum. Plus 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)

**CENTRE**  
**REQUIREMENTS**

: Richmond Hospital  
: Senior Certificate Grade 12 or equivalent Degree / Diploma in General Nursing and Midwifery One(1)year Post Basic Qualification in Trauma and Emergency Nursing Science Registration with South African Nursing Council as a Professional Nurse and Midwife Current SANC Receipt 2023. A minimum of 9 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years of period referred above must be appropriate recognizable experience in Trauma and Emergency Nursing Science after obtaining the one (1) year Post Basic Qualification in Trauma and Emergency Nursing Science. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Knowledge, Skills and Competencies Required for the post: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counselling skills Financial and budgetary knowledge pertaining to the relevant resources under management Insight into procedures and policies pertaining to nursing care

**DUTIES**

: Computer skills in basic programmes Ability to plan and organize own work, time and that of support personnel to ensure proper nursing care in the unit.  
: To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, policies and procedure coupled with supervision and monitoring the Implementation thereof Provide a therapeutic environment to staff, patients and the public. Effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development Coordinate optimal, holistic, specialised nursing care within set standards and professional/legal framework Implementation and management of Infection Control and Prevention Protocols Maintain accurate and complete patient records according to legal requirements Participate in quality improvement programmes and Clinical Audits Ensure that equipment in the unit is adequate, checked and functional Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team Ensure timeous collection and submission of data Assist in planning, organizing and monitoring of objectives of the specialized unit Staff development and training including in-services on emergency care Ensure compliance with Norms and Standards, Ideal hospital framework and Make Me look like a Hospital Project Monitor the implementation of EPMDs. Exercise control over discipline, grievance and labour relations issue according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit uphold the Batho Pele Principles and Patients' Rights Monitor and improve emergency services rendered in the department.

**ENQUIRES APPLICATIONS**

: Mrs. JL Mlotshwa Tel No: (033) 212 2170  
: All applications to be posted to: The Acting Chief Executive Officer, Richmond Hospital Private Bag X133, Richmond, 3780.

**FOR ATTENTION NOTE**

: Mrs. JL Mlotshwa  
: For attention note: The applicants must include only completed and signed new Z83, obtained from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of identity Documents, Senior Certificate, and the highest required qualification as well as driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

**CLOSING DATE**

: 22 August 2023

**POST 27/166**

: **OPERATIONAL MANAGER SPECIALTY (PAEDS) REF NO: RCH 32/2023 (X1 POST)**

**SALARY**

: R627 474 per annum. Plus 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed requirements)

**CENTRE REQUIREMENTS**

: Richmond Hospital  
: Senior Certificate Grade 12 or equivalent Diploma/Degree in Nursing Current registration with SANC as a General Nurse and Midwife Plus 1 year post basic qualification in Child Nursing Science minimum of 9 years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5 years must be appropriate/ recognisable experience after obtaining the one year post basic qualification in Child Nursing Science. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Knowledge, Skills and Competencies Required For The Post: knowledge of Occupational Health and safety Act, Technical analysis knowledge and computer aided technical applications, Report writing and product process knowledge and skills, Customer focus and responsiveness, Problem solving, communication, planning and organizing and computer skills , Decision making, team work ,creativity ,Self-Management and analytical skills, Knowledge of Legal Compliance and Product process knowledge and skills.

**DUTIES**

: To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, Ideal hospital, policies and procedure coupled with supervision and monitoring the implementation thereof Provide a therapeutic environment to staff, patients and the public. Effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research Maintain professional growth / ethical standards and self-development Coordinate optimal, holistic, specialised nursing care within set standards and professional/legal framework Implementation and management



of Infection Control and Prevention Protocols Maintain accurate and complete patient records according to legal requirements. Participate in quality improvement programmes and Clinical Audits Demonstrate knowledge of IMAM, ETAT, EPI, PMTCT and CHIPP Guidelines Participate in staff, student and patient training. Ensure use of Maternal and Child updates protocols and guidelines in the institution Participate in Child PPIP meetings and also ensure compliance with Norms and Standards, Ideal hospital framework and Make Me look like a Hospital Project Monitor the implementation of EPMSD. Exercise control over discipline, grievance and labour relations issue according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit Uphold the Batho Pele Principles and Patients' Rights Implementation of programmes for prevention, detection and treatment on non-communicable diseases and illnesses Develop policies and protocols to improve triaging and resuscitation techniques. Monitor and improve emergency services rendered in the department.

- ENQUIRES** : Mrs. JL Mlotshwa Tel No: (033) 212 2170
- APPLICATIONS** : All applications to be posted to: The Acting Chief Executive Officer, Richmond Hospital, Private Bag X133, Richmond, 3780.
- FOR ATTENTION** : Mrs SR Ranjoomia
- NOTE** : For attention note: The applicants must include only completed and signed new Z83, obtained from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of identity Documents, Senior Certificate, and the highest required qualification as well as driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.
- CLOSING DATE** : 22 August 2023
- POST 27/167** : **OPERATIONAL MANAGER NURSING (SPECIALTY O&G –LABOUR WARD RCH31/2023 (X1 POST)**
- SALARY** : R627 474 per annum. Plus 8% Rural Allowance 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed)
- CENTRE** : Richmond Hospital
- REQUIREMENTS** : Senior Certificate Grade 12 or equivalent. Degree/Diploma in General Nursing and Midwifery plus 1 year post basic qualification in advanced Midwifery and Neonatal Nursing Science Registration with South African Nursing Council as a Professional Nurse and Midwife Current SANC Receipt 2023. A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing of which at least 5years must be appropriate /recognisable experience after obtaining the one year post basic qualification in Advance Midwifery and Neonatal Nursing Science. Computer literacy. NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management. Knowledge, Skills and Competencies Required for the post: Knowledge of Nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Leadership, organizational decision making and problem solving abilities within the limit of the public sector and institutional policy framework, Interpersonal skills including public relations, negotiating, conflict handling and counselling skills Financial and budgetary knowledge pertaining to the relevant resources under management Insight into procedures and policies pertaining to nursing care Computer skills in basic Programmes.
- DUTIES** : To plan, organize and monitor the objectives of the unit in consultation with subordinates. Provision of Quality Nursing Care through the implementation of National core standards, Ideal hospital, policies and procedures coupled with supervision and monitoring the implementation thereof Provide a therapeutic environment to staff, patients and the public effectively manage the utilization and supervision of resources. Coordination of the provision of effective training and research. Maintain professional growth / ethical standards and self-development coordinate optimal, holistic, specialised nursing care within set standards and professional/legal framework Implementation and management of Infection Control and Prevention Protocols Maintain accurate and complete patient records according to legal requirements. Participate in quality improvement programmes and Clinical Audits Initiate and lead all obstetric programmes i.e. PPIP, PMTCT, CARMMA, MBFHI and ESMOE etc. Assist in planning, organizing and monitoring of objectives of the Maternity unit Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Oversee and co-ordinate the

integration of CWH. Ensure timeous collection and submission of data. Participate in staff, student and patient training. Ensure use of Maternal and Child updates protocols and guidelines in the institution Ensure compliance with Norms and Standards, Ideal hospital framework and Make Me look like a Hospital Project Monitor the implementation of EPMDS. Exercise control over discipline, grievance and labour relations issues according to the laid down policies and procedures. Identify, develop and control Risk Management systems within the unit Uphold the Batho Pele Principles and Patients' Rights Implementation of programmes for prevention, detection and treatment on non-communicable diseases and illnesses Monitor and improve emergency services rendered in the department.

**ENQUIRES APPLICATIONS** : Mrs. JL Mlotshwa Tel No: (033)-212 2170  
 : All applications to be posted to: The Acting Chief Executive Officer, Richmond Hospital Private Bag X 133, Richmond, 3780.

**FOR ATTENTION NOTE** : Mrs SR Ranjoomia  
 : For attention note: The applicants must include only completed and signed new Z83, Obtained from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of identity Documents, Senior Certificate, and the highest required qualification as well as driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.

**CLOSING DATE** : 22 August 2023

**POST 27/168** : **OPERATIONAL MANAGER NURSING (SPECIALTY NURSING STREAM)**  
**REF NO: OMN (SPEC): TRAUMA ICU/1/2023**  
 Department: Nursing Department (Trauma ICU)

**SALARY** : Grade 1: R627 474 per annum. Plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional.

**CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital  
 : Senior certificate/ Grade 12. Diploma/ Degree in General Nursing and Midwifery that allows registration with the SANC as a professional nurse. One (1) year Post Basic Nursing Qualification Diploma/ Degree in Critical Care Nursing Science. Registration with SANC as a General Nurse and Midwife. Current registration receipt with SANC 2023. A minimum of 9 years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with the SANC in general nursing. At least Five (5) years of the period referred above must be appropriate / recognisable experience in Intensive Care Unit after obtaining the one (1) year post basic qualification in Critical Care Nursing Science. Proof of experience / certificate endorsed by HR Department. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate understanding of HR and Financial policies. In-depth knowledge on procedures, policies, prescripts related to nursing care. Ability to make independent decisions, problem solving and conflict management. Skills: Leadership, planning and organizational, decision making, interpersonal skills within the limits of the public sector. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team. Demonstrate Basic computer literacy.

**DUTIES** : Render optimal holistic quality specialised nursing care as directed by the scope of practice and service standards. Maintain quality standards by ensuring compliance with Regulated Norms and Standards and Ideal Hospital Realization and Maintenance. Develop and implement quality assurance programs, policies, operational plan, standard operating procedures and guidelines for the unit. Effective and efficient management of all resources at your disposal ensuring service delivery. Assist in planning, organizing and monitoring of objectives of the specialised unit. Monitor and evaluate the care and management of all patients and ensure the maintenance of accurate and complete patient records. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs and expectations (Batho Pele). Demonstrate effective communication with patients, supervisors and other clinicians. Participate in monitoring the training needs of staff and be actively involved in in-service education for staff to accumulate CPD points. Promote ethics and professionalism in the work environment. Be cognisant of measures to prevent

**ENQUIRIES  
APPLICATIONS**

patient safety incidents and litigation. Work effectively as a supervisor with persons of diverse cultural, intellectual, racial and religious groups.

: H Ndemera AMN Tel No: (031) 2401063

: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE**

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE**

: 25 August 2023

**POST 27/169**

: **OPERATIONAL MANAGER NURSING-PHC REF NO: EKO/OM- GC/01/2023 (X1 POST)**

**SALARY**

: Grade 1: R627 474 - R703 752 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%

**CENTRE  
REQUIREMENTS**

: Gateway Clinic

: Grade 1: Senior Certificate (Grade 12) Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A minimum of 09 years appropriate/ recognizable nursing experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, of with at least 5 years must be appropriate/ recognizable experience, after obtaining the one year post basic qualification in the relevant speciality. Post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Proof of current registration with SANC/license to practice and proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) {Only when shortlisted}.

**DUTIES**

: Provide effective and professional leadership within the clinic. Oversee and provide a safe therapeutic environment in the allocated clinic that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable. Establish effective communication between clinic and hospital, other health professionals are relevant stakeholders. Compile reports as means of reporting regularly. Display a concern of patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Assist in the development and implementation quality assurance programs, policies, operational plan, standard operating procedures and guidelines for clinic. Oversee the improve quality care through reduction of patient complaints. Ensure that infection control and prevention policies are implemented by clinic. Manage and supervise effective utilization of all the resources e.g. human, financial material. Conduct clinical audits monthly and audits meetings as per audit guideline. Implement deal clinic realization, maintenance program and strategies to sustain status obtained. Develop, monitor and evaluate staff in terms of EPMDS. Exercise control over discipline, grievance and all labour relations issues. Adhere to correct channels of

**ENQUIRIES  
APPLICATIONS**

: communication as per the hospital organogram. Ensure implementation of departmental initiatives including provincial priorities. Ensure implementation of DHMIS and SOP in order to produce quality data.  
: Ms PL. Ntuli (Deputy Nursing Manager) Tel No: (035) 834 8000 Ext 8005  
: Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.

**FOR ATTENTION  
NOTE**

: Mr. SS. Langa  
: 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T claims will not be considered.

**CLOSING DATE**

: 22 August 2023

**POST 27/170**

: **OPERATIONAL MANAGER NURSING-PHC REF NO: EKO/OM-XU/01/2023 (X1 POST)**

**SALARY**

: Grade 1: R627 474 - R703 752 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%

**CENTRE  
REQUIREMENTS**

: Xulu Clinic  
: Grade 1: Senior Certificate (Grade 12). Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A minimum of 09 years appropriate/ recognizable nursing experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, of with at least 5 years must be appropriate/ recognizable experience, after obtaining the one year post basic qualification in the relevant speciality. Post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Proof of current registration with SANC/license to practice and proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) {Only when shortlisted}.

**DUTIES**

: Provide effective and professional leadership within the clinic. Oversee and provide a safe therapeutic environment in the allocated clinic that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable. Establish effective communication between clinic and hospital, other health professionals are relevant stakeholders. Compile reports as means of reporting regular. Display a concern of patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Assist in the development and implementation quality assurance programs, policies, operational plan, standard operating procedures and guidelines for clinic. Oversee the improve quality care through reduction of patient complaints. Ensure that infection control and prevention policies are implemented by clinic. Manage and supervise effective utilization of all the resources e.g. human, financial material. Conduct clinical audits monthly and audits meetings as per audit guideline. Implement deal clinic realization, maintenance program and strategies to sustain status obtained. Develop,

		monitor and evaluate staff in terms of EPMS. Exercise control over discipline, grievance and all labour relations issues. Adhere to correct channels of communication as per the hospital organogram. Ensure implementation of departmental initiatives including provincial priorities. Ensure implementation of DHMIS and SOP in order to produce quality data.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms PL. Ntuli Deputy Nursing Manager Tel No: (035) 834 8000 Ext 8005 Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268
<b><u>FOR ATTENTION NOTE</u></b>	:	Mr. SS. Langa
	:	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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.
<b><u>CLOSING DATE</u></b>	:	22 August 2023
<b><u>POST 27/171</u></b>	:	<b><u>OPERATIONAL MANAGER NURSING-PHC REF NO: EKO/OM-MOB/01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R627 474 - R703 752 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
<b><u>CENTRE REQUIREMENTS</u></b>	:	Mobile Clinic
	:	Grade 1: Senior Certificate (Grade 12). Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A minimum of 09 years appropriate/ recognizable nursing experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, of with at least 5 years must be appropriate/ recognizable experience, after obtaining the one year post basic qualification in the relevant speciality. Post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Drivers License. Proof of current registration with SANC/license to practice and proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) {Only when shortlisted}.
<b><u>DUTIES</u></b>	:	Provide effective and professional leadership within the clinic. Oversee and provide a safe therapeutic environment in the allocated clinic that allows for the practice of safe nursing care as laid by the Nursing Act, Occupational Health and Safety Act and all other applicable. Establish effective communication between clinic and hospital, other health professionals are relevant stakeholders. Compile reports as means of reporting regularly. Display a concern of patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Assist in the development and implementation quality assurance programs, policies, operational plan, standard operating procedures and guidelines for clinic. Oversee the improve quality care through reduction of patient complaints. Ensure that infection control and prevention policies are implemented by clinic. Manage and supervise effective utilization of all the resources e.g. human, financial material. Conduct clinical audits monthly and

audits meetings as per audit guideline. Implement deal clinic realization, maintenance program and strategies to sustain status obtained. Develop, monitor and evaluate staff in terms of EPMDs. Exercise control over discipline, grievance and all labour relations issues. Adhere to correct channels of communication as per the hospital organogram. Ensure implementation of departmental initiatives including provincial priorities. Ensure implementation of DHMIS and SOP in order to produce quality data.

**ENQUIRIES** : Ms PL. Ntuli (Deputy Nursing Manager Tel No: (035) 834 8000 Ext 8005)  
**APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268

**FOR ATTENTION** : Mr. SS. Langa  
**NOTE** : 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T claims will not be considered.

**CLOSING DATE** : 22 August 2023

**POST 27/172** : **OPERATIONAL MANAGER (PRIMARY HEALTH CARE) GATEWAY CLINIC REF NO: GTN 29/2023 (X1 POST)**

**SALARY** : R627 474 per annum. Other Benefits: 13th Cheque, plus12% Rural allowance, Medical aid (optional). Housing allowance

**CENTRE** : Greytown Hospital

**REQUIREMENTS** : Senior Certificate /Grade 12. Basic R425 qualification (i.e. Degree / Diploma) in Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care. Registration with SANC as a General Nurse, Midwifery and Primary Health Nurse. Current SANC receipt (2023). A Minimum of (09) years appropriate / recognizable Nursing experience after registration with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post basic qualification in Primary Health Care. Computer literacy. Valid driver's license.

**DUTIES** : Facilitate provision of integrated comprehensive PHC package in the facility and implementation of quality improvement programs to comply with NHI. Develop the clinic operational plan, monitor the implementation of and submit the progress report. Ensure that the facility attains the IDAEL CLINIC status. Ensure implementation and monitoring of priority health programs and ensure that the expected targets are met. Participate in clinical audits in the facility and ensure implementation of quality improvement plans supported by strong work ethics. Supervise and support the community outreach team and ensure submission of reports. Manage effectively the utilization and supervision of allocated resources. Coordination of the provision of effective training and research. Ensure Batho Pele principles, Norms and Standards and Ideal Clinic priorities are implemented. Maintain professional growth/ethical standards and self-development. Ensure staff development and monitor staff performance according to EPMDs. Analyse and interpret statistics weekly and monthly facilitate implementation of remedial action. Compile monthly statistics and

other reports. Advocate for resources at management level and have input into the budget for the clinic. Co-ordinate special projects and health promotion projects in line with the health calendar. Establish and maintain constructive working relationship with staff and other stakeholders maintain inter sectoral collaboration with other government sectors and provide support to OSS activities. Exercise control over discipline, grievance and other labour issues. Strengthen Nursing ethics and professionalism amongst staff at the clinic. Evaluation and monitor compliance with clinical protocols, norms and standard at the clinic.

**ENQUIRIES  
APPLICATIONS**

: Ms. P.P.L Nkala Tel No: (033) 4139 400  
: Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown, 3250.

**FOR ATTENTION  
NOTE**

: Mrs Z.J Ngobe  
: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). Failure to comply with the above instructions will disqualify the applicants. The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date.

**CLOSING DATE**

: 21 August 2023

**POST 27/173**

: **OPERATIONAL MANAGER (SPECIALTY) PHC REF NO: MAL CHC 21/2023**

**SALARY**

: R627 474 per annum. Plus 12% Rural allowance. Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners allowance

**CENTRE  
REQUIREMENTS**

: Mfundo Arnold Lushaba CHC - Baphumile Primary Health Care Clinic  
: Senior Certificate / Matric, Degree/ Diploma in General nursing and Midwifery that allows registration with SANC as a Professional Nurse; current registration with SANC as Professional Nurse (2023 receipt); A post basic qualification with a duration of at least one (01) year accredited with SANC in Clinical Nurse Science, Assessment, Diagnosis, Treatment and Care; A minimum of 9 years of experience in nursing after registration as professional nurse with SANC in General nursing, at least 5 years of the period referred to above must be experience after obtaining one year post basic qualification in Primary Health Care. Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Recommendations: A valid Driver's Licence; Computer skills in basic programmes. Skills, Training, and Competence Required: Knowledge of SANC Rules and Regulations; Knowledge of Legislative Framework and Departmental prescripts; Leadership, organizational, Decision making, problem solving and interpersonal skills; Basic financial management skills; Knowledge of Human Resource Management; Personal Attitude, Responsive, Professionalism, Supportive, Assertive and Team player role; Communication skills and decision making skills; Leadership and supervisory skills.

**DUTIES**

: Assist in planning, organizing and monitoring of objectives of the PHC facility; Manage all resources within the unit effectively and efficiently to ensure optimum service delivery; Ability to plan and organize own work and that of support personnel to ensure proper nursing care; Display a concern for patients, promoting and advocating proper treatment and care; Monitor Provision of quality comprehensive service delivery at the facility; Display awareness and willingness to respond to patient's needs, requirements and expectations including participating actively in Operation Sukuma Sakhe; Work

as part of the multidisciplinary team to ensure good nursing care; Demonstrate effective communication with patients, community and multidisciplinary team; Monitor safe patient service and improve client satisfaction in the clinic; Participate in the analysis and formulation of nursing policies and procedures; Provide direct and indirect supervision of all staff within the unit and give guidance; Demonstrate an understanding of Human Resource and Financial Management Policies and procedures; Monitor and evaluate care and management of all patients through clinical audits; Ability to supervise Medical and Surgical emergencies and refer appropriately; Monitor implementation of PHC Re-Engineering; Implement and monitor performance on indicators on weekly, daily and monthly basis; provide feedback and analysis of data to management; Exercise control of discipline and any other Labour Related issues in terms of laid down procedures; Ensure effective, efficient and economical use of allocated resources; Ensure functionality of the clinic committee so that community involvement and participation is achieved.

**ENQUIRES APPLICATIONS** : Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 972 8265  
**FOR ATTENTION CLOSING DATE** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.  
 : Miss S. Pillay  
 : 25 August 2023

**POST 27/174** : **OPERATIONAL MANAGER (SPECIALTY) PHC REF NO: MAL CHC 22/2023**

**SALARY** : R627 474 per annum. Plus 12% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance

**CENTRE REQUIREMENTS** : Mfundo Arnold Lushaba CHC – Mabheleni Primary Health Care Clinic  
 : Senior Certificate / Matric, Degree/ Diploma in General nursing and Midwifery that allows registration with SANC as a Professional Nurse; current registration with SANC as Professional Nurse (2023 receipt); A post basic qualification with a duration of at least one (01) year accredited with SANC in Clinical Nurse Science, Assessment, Diagnosis, Treatment and Care; A minimum of 9 years of experience in nursing after registration as professional nurse with SANC in General nursing, at least 5 years of the period referred to above must be experience after obtaining one year post basic qualification in Primary Health Care. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Recommendations: A valid Driver's Licence; Computer skills in basic programmes. Skills, Training, and Competence Required: Knowledge of SANC Rules and Regulations; Knowledge of Legislative Framework and Departmental prescripts; Leadership, organizational, Decision making, problem solving and interpersonal skills; Basic financial management skills; Knowledge of Human Resource Management; Personal Attitude, Responsive, Professionalism, Supportive, Assertive and Team player role; Communication skills and decision making skills; Leadership and supervisory skills.

**DUTIES** : Assist in planning, organizing and monitoring of objectives of the PHC facility; Manage all resources within the unit effectively and efficiently to ensure optimum service delivery; Ability to plan and organize own work and that of support personnel to ensure proper nursing care; Display a concern for patients, promoting and advocating proper treatment and care; Monitor Provision of quality comprehensive service delivery at the facility; Display awareness and willingness to respond to patient's needs, requirements and expectations including participating actively in Operation Sukuma Sakhe; Work as part of the multidisciplinary team to ensure good nursing care; Demonstrate effective communication with patients, community and multidisciplinary team; Monitor safe patient service and improve client satisfaction in the clinic; Participate in the analysis and formulation of nursing policies and procedures; Provide direct and indirect supervision of all staff within the unit and give guidance; Demonstrate an understanding of Human Resource and Financial Management Policies and procedures; Monitor and evaluate care and management of all patients through clinical audits; Ability to supervise Medical and Surgical emergencies and refer appropriately; Monitor implementation of PHC Re-Engineering; Implement and monitor performance on indicators on weekly, daily and monthly basis; provide feedback and analysis of data to management; Exercise control of discipline and any other Labour Related issues in terms of laid down procedures; Ensure effective, efficient and economical use of allocated resources; Ensure functionality of the clinic committee so that community involvement and participation is achieved.

**ENQUIRES APPLICATIONS** : Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 972 8265  
 : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.



**FOR ATTENTION** : Miss S. Pillay  
**CLOSING DATE** : 25 August 2023

**POST 27/175** : **ASSISTANT DIRECTOR: DISPENSING OPTICIAN GRADE 1 (OSD) REF NO: MPEH/ADOL/14/2023**  
Component: Optical Laboratory

**SALARY** : R578 367 per annum. Other Benefits: 13th cheque, Medical Aid (Optional) Homeowners Allowance (Employee must meet prescribed requirements)

**CENTRE** : McCord Provincial Eye Hospital  
**REQUIREMENTS** : Senior Certificate/Grade 12 Certificate, Degree/National Diploma in Optical Dispensing/ Bachelor of Health Science in Opticianry as Recognized by SAQA. A minimum of three (3) years relevant experience. Valid driver's license and Computer literacy. Knowledge, Skills, Attributes and Abilities: communication, report writing, Self-discipline and ability to work under pressure with Minimum Supervision and make informed decisions independently. Knowledge of Optical statutes, Prescripts and other relevant public service legislations. Team building and supervisory skills. Be Prepared to travel to other Optical Satellites in the Province.

**DUTIES** : Ensure processing and dispensing of orders Study Prescription carefully and decide on raw Material and processes to be used. Develop operational work plans. Prepare delivery schedules. Manage Stock control in the laboratory storeroom. Provide weekly and monthly stock statistics. Provide Packaging and storing of spectacles services. Oversee the satellite optical laboratories in the Province. Coordinate the functions of the satellite Optical Laboratories. Provide advice, guidance and input to policy. Ensure the effective, efficient and economical management of allocated resources of the Division. Manage the human resources and allocated assets. Ensure safe use of equipment and regular maintenance. Provide training, advice and guidance to staff. Manage EPMS and manage potential risks and mitigation strategies.

**ENQUIRIES** : Dr.SR Naidoo Tel No: (031) 268 5701  
**APPLICATIONS** : Applications should be directed to: Human Resource Management Services, PO Box 37587, Overport, 4067 or Hand Delivered to: Human Resource Management Services - McCord Provincial Eye Hospital, 28 McCord Road, Sinikithemba Building, Overport, 4067 "Applicants are encouraged to apply for posts through the online e-Recruitment system at [www.kznonline.gov.za/kznjobs](http://www.kznonline.gov.za/kznjobs).

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

**CLOSING DATE** : 25 August 2023

<b><u>POST 27/176</u></b>	:	<b><u>CHIEF DISPENSING OPTICIAN –GRADE 1 REF NO: MPEH/DO/10/2023</u></b> Component: Optical laboratories
<b><u>SALARY</u></b>	:	R520 785 per annum. Other Benefits: 13th cheque, Medical Aid (Optional) Homeowners Allowance (Employee must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	McCord Provincial Eye Hospital
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate/Grade 12 Certificate, National Diploma / Bachelor's Degree in Optical Dispensing /Diploma in Opticianry/Bachelor of health science in Opticianry as recognized by SAQA Code 8 Drivers License A minimum of 2 years relevant experience Computer literacy and valid Driver's licence Knowledge, Skills And Competencies Required: Sound knowledge and understanding of Health Professions Act, 1974 (Act No. 56 of 1974) Occupational Health and Safety Act Good verbal and communication skills Have interpersonal skills; Be patient and tactful Mechanical and technical aptitude; Finger dexterity and a steady hand; Good eye-hand coordination; Good eyesight.
<b><u>DUTIES</u></b>	:	Management of the Optical Laboratory within ethical guidelines according to DOH policies and guidelines. Supervision of staff and the management of the daily operations in optical lab. To supervise student training as required and to ensure that it complies with all ethical codes, guidelines, policies, as stipulated by the DOH. Ensure and maintain staff productivity rates. Ensure consistent, efficient turnaround time at all times. Liaising with suppliers regarding the ordering of equipment and consumables. Responsible for stock control in the laboratory and storeroom. Management of accounts including the laboratory and logistics. Management of the laboratory assets through regular updated asset lists. Quality assurance and maintenance of best practices. To ensure all jobs are of the highest quality and comply with specifications before the job is dispatched. Identify areas of improvement and to implement Quality Improvement Projects /Plans. To ensure daily, weekly and monthly reports are compiled and submitted timeously. To ensure an updated service is provided in the lab at all times. To keep abreast of the latest opticianry developments and ensure staff is adequately trained. Attendance at monthly meetings. Ensure the laboratory adheres to DOH policies and guidelines as well as to uphold highest possible dispensing standards. Ability to perform all dispensing procedures and duties effectively and efficiently. Ensure safe use of equipment and to ensure the regular maintenance of equipment is adhered to.
<b><u>ENQUIRIES</u></b>	:	Dr.SR Naidoo Tel No: (031) 268 5701
<b><u>APPLICATIONS</u></b>	:	All applicants should be forwarded to: The Acting Chief Executive Officer, McCord Provincial Eye Hospital, PO Box 37587, Overport, 4067. "Applicants are encouraged to apply for posts through the online e-Recruitment system at <a href="http://www.kznonline.gov.za/kznjobs">www.kznonline.gov.za/kznjobs</a>
<b><u>FOR ATTENTION</u></b>	:	HR Department
<b><u>NOTE</u></b>	:	Applicants can submit their Z83 and CV directly to the following email address [dept/entity to insert relevant dedicated HR Recruitment email address). 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 <a href="http://www.kznonline.gov.za/kznjobs">www.kznonline.gov.za/kznjobs</a> ." The following documents must be submitted: Application for Employment form new (Z83) which is obtainable at any Government. Department or from website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . To minimize the spread of COVID19 pandemic, applicants are requested not to certify their qualification as per the requirements of the post only the shortlisted candidates will be required to submit certified documents on or before the date of the interview. The reference number must be indicated in the column provided in the Z83, e.g. SAP2/2010. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (Vetting), criminal clearance, credit records, citizenship), verification of educational Qualification by SAQA, verification of previous experience from employers and verification from the company intellectual property commission (SIPC). Due to the large number of applications we envisage to receive, applications will not be acknowledged but every applicant will be advised of the outcome in due course. NB: Failure to comply with the above instructions will disqualify applicants. (This department is an equal opportunity, affirmative action employer whose aim is to promote representatively in all occupational categories in the department). People with disabilities should feel free to apply and African males are encouraged to apply. Please note due to financial constraints, shortlisted candidates will not be compensated for S & T claims.
<b><u>CLOSING DATE</u></b>	:	25 August 2023

- POST 27/177** : **CLINICAL PROGRAMME CO-ORDINATOR REF NO: IPC/1/2023**  
 Department: Infection Prevention and Control Practitioner
- SALARY** : Grade 1: R497 193 per annum. Plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional.
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Senior Certificate/Grade 12. Degree / Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with the South African Nursing Council (SANC) 2023. A minimum of 7 years appropriate /Recognized Experience in Nursing after registration with SANC in General nursing. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Recommendations: Certificate in Infection Prevention and control. Valid driver's license. Knowledge, Skills and Competencies: Demonstrate an in depth understanding of nursing legislation and related legal and Ethical nursing practices and how this impacts on service delivery. Knowledge of Infection Control policies and guidelines. Leadership, Organizational, Decision making and problem-solving skills. Good communication, interpersonal relations. Computer Literacy. Demonstrate basic understanding of Human Resource and Financial policies and Practices.
- DUTIES** : Develop and implement an Infection prevention and control plan for the institution. Ensure that Infection prevention and control as well as Antibiotic stewardship committee are in place and functional. Promote Infection prevention and culture within the institution by conducting relevant workshops, Audits, meetings and awareness. Identify Infection control risks and make recommendations on mitigation strategies. Provide training to all categories of staff on Infection policies, principles and practices. Conduct Infection prevention and control Surveillance and report on incidence and prevalence of alert organisms and communicable diseases to District and to Communicable Disease Centre. Identify and report all Hospital Acquired Infections. Visits the Departments within the institution to identify infection prevention and control risks. Ensure that all departments comply with Infection Prevention and control Framework, protocols and guidelines. Identify outbreaks of infections, initiate investigation and control measures in collaboration with Infection prevention and control Committee. Provide effective and efficient Infection Prevention and Control service in the institution. Serve as a Clinical governance champion in the facility, ensuring effective clinical risk management system. Review institutional Infection prevention and control Standard operating procedures. Provide advice on various aspects of infection prevention and control, relevant policies to management.
- ENQUIRIES** : Mrs G.F. Mncwango: Assistant Nurse Manager Nursing (M&E) Tel No: (031) 240 1083
- 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 to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/178</u></b>	:	<b><u>CLINICAL PROGRAMME COORDINATOR (IPC) (GRADE 1) REF NO: UNTU 31/2023 (X1 POST)</u></b> Component: Monitoring & Evaluation Re-Advertised
<b><u>SALARY</u></b>	:	R497 193 - R559 686 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance Housing Allowance: Employee Must Meet Prescribed Requirements
<b><u>CENTRE REQUIREMENTS</u></b>	:	Untunjambili Hospital
	:	Senior Certificate/Grade 12. Degree/ Diploma in General Nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwife. A minimum of 7 years appropriate/ recognizable experience in Nursing after registration as a professional nurse with SANC in General Nursing. Current Registration with SANC as Professional Nurse and Midwife. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Recommendations A valid Driver's License. Computer Literacy. Knowledge, Skills, Attributes and Abilities: Knowledge on applicable legislation such as Health Act, Nursing Act, Occupational Health and Safety Act and Waste Management Act. High level of verbal and written communication skills. Must have good interpersonal relations. Computer literacy in word processing and spreadsheet packages. Present Skills-assertive and diplomacy. High level of innovation and initiative.
<b><u>DUTIES</u></b>	:	Facilitate and oversee the development of an IPC operational plan to give strategic direction. Develop, implement, monitor and evaluate the Operational Plan and also provide feedback to Management. Ensure a functional infection prevention and control programme in the facility. Conduct IPC audits and monthly committee meeting and ensure a functional IPC committee. Develop a quality improvement plan, compile statistics and reports. Facilitate IPC surveillance of health care associated infections. Conduct active and passive surveillance. Investigate potential outbreaks and report on health care associated infections. Ensure that staff development and training takes place. Develop an IPC orientation and induction plan. Compile training schedules. Observe disease outbreaks and conduct the necessary training. Analyse provincial imperatives with a view to develop and maintain institutional protocols and standards. Ensure that provincial guidelines are followed. Develop institutional Protocols. Ensure dissemination and adhere to institutional IPC protocols.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mrs. NC Lushaba Tel No: (033) 444 1707
	:	Applications should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or Courier your application
<b><u>NOTE</u></b>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for

applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB: Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 21 August 2023
- POST 27/179** : **OPERATIONAL MANAGER NURSING: GENERAL OUTPATIENT SERVICES REF NO: OPMAN (GEN NURS) GI/RESP/RENAL/1/2023**  
Department: Nursing Department (GI/Respiratory & Renal/Haematology clinic)
- SALARY** : Grade 1: R497 193 per annum. Plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional.
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Degree / Diploma in General Nursing and Midwifery or equivalent. Current registration with SANC as General Nurse and Midwife. A minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing is required. Proof of experience / certificate endorsed by HR Department. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. 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 multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patients' needs, requirements and expectations. Demonstrate ability to provide support and guidance within the unit. Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate working knowledge of the hospital information system to enhance quality in the service delivery. 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** : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient in outpatient services. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined legislative framework and national Core Standards and Office of Health Standard Compliance. Perform duties within the ambits of legal framework as required. Ensure compliance to professional and ethical practice. Work effectively and amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Perform duties as delegated by the supervisor and relief duties of the assistant nurse manager's office as required. Ensures implementation of programs relevant to the area of speciality. Serves in quality improvement, IPC and Health and Safety committees.
- ENQUIRIES** : H Ndemera AMN Tel No: (031) 241063
- 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 to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such

evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 25 August 2023
- POST 27/180** : **OPERATIONAL MANAGER NURSING: GENERAL STREAM REF NO: OPMAN (GEN NURS-CARDIOTHO)/1/2023**  
Department: Cardiothoracic ward
- SALARY** : Grade 1: R497 193 per annum. Plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional.
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Degree / Diploma in General Nursing (R425 qualification or equivalent). Current registration with SANC as a Professional Nurse and as a Midwife. A minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General nursing is required. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Knowledge, Skills, Training and Competencies: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patients' needs, requirements and expectations. Demonstrate ability to provide support and guidance within the unit. Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate working knowledge of the hospital information system to enhance quality in the service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to manage data and information management of the department. Ability to plan and organise own work, time and that of support personnel to ensure proper nursing care in the unit.
- DUTIES** : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined legislative framework and national Core Standards and Office of Health Standard Compliance. Perform duties within the ambits of legal framework as required. Ensure compliance to professional and ethical practice. Work effectively and amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Perform duties as delegated by the supervisor and relief duties of the assistant nurse manager's office as required. Ensures implementation of programs relevant to the area of work. Participates in quality improvement, IPC and Health and Safety committees.
- ENQUIRIES** : H Ndemera AMN Tel No: (031) 2401063
- 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 to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the

South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 25 August 2023
- POST 27/181** : **CLINICAL PROGRAMME CO-COORDINATOR GRADE 1 (QUALITY ASSURANCE MANAGER) REF NO: CPC QA 01/2023 (X1 POST)**  
Directorate: Dundee Hospital
- SALARY** : Grade 1: R493 193 – R559 686 per annum. Plus 12% Inhospitable Allowance, 13th cheque, medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Dundee District Hospital  
: Senior certificate / Matric certificate. Degree / Diploma in nursing or equivalent qualification that allows registration with the SANC as a Professional Nurse and Midwife. A minimum of seven (7) years appropriate / recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Current Registration with SANC as Professional Nurse and Midwife. Knowledge, Skills and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and practices. Strong interpersonal communication and presentation skills. Knowledge of Total Quality Management (TQM). Knowledge of Norms and Standards and Provincial Quality initiatives (Human Rights, Batho Pele Principles and Patient Rights Charter). Understanding of OHSC guidelines and requirements.
- DUTIES** : Work as part of a multidisciplinary team to ensure good nursing care by the nursing team. Perform quality improvement audits and survey monthly quarterly and when required and report to senior management. Monitor and evaluate delivery of quality care at the institution and clinics. Ensure implementation of Standards Compliance and Provincial initiatives clinical governance, Ideal hospital Ideal clinic etc. Monitor Patient Safety Incidents and complaints and report accordingly. Report on Annual Returns and Early Warning System to Office of Health Standards Compliance. Coordinate quality improvement initiatives at the institution. Monitor and evaluate delivery of quality care at the institutional level including clinical care, waiting times and Patients Experience of Care. Provide advice on various aspects of quality care to the institution and clinics. Monitor and evaluate compliance to the National and Provincial Quality Programmes e.g. norms and standards for the District Hospital package of care. Identify, facilitate and co-ordinate all QIP's. Manage the accreditation programme for the institution.
- ENQUIRIES APPLICATIONS** : Mrs P. N Mbatha (Assistant Manager Nursing) Tel No: (034) 212 1111, Ext 268  
: Applications should be delivered to: KwaZulu-Natal Department of Health, Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000, Postal Address Dundee Provincial Hospital, Private Bag X2011, Dundee, 3000.
- CLOSING DATE** : 21 August 2023
- POST 27/182** : **CLINICAL PROGRAMME CO-ORDINATOR (CCMT) REF NO: ILE 13/2023 (X1 POST)**  
Component: HIV, AID, STI, ARV& VCT
- SALARY** : R497193 per annum. Benefit:13<sup>th</sup> Cheque, homeowner's allowance and Medical aid optional [Employee must meet prescribed conditions]
- CENTRE REQUIREMENTS** : Ilembe Health District Office  
: Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) Degree / Diploma in General Nursing &Midwifery. Current registration with SANC as General Nurse. A minimum of 7 years appropriate/ recognizable nursing experience as a General Nurse. Computer literacy in word processing and spread sheet packages. Valid Driver's License – Code 8. Recommendations-Supervision and management in a HAST unit. NIMART

training. Previous and current work experience (certificate/s of service) endorsed and stamped by HR Office and all abovementioned documents need not be attached on application will be requested only if shortlisted. Report writing abilities. Financial management skills. Empathy and counselling skills Strong interpersonal, communication and presentation skills. Project management skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to translate transformation objectives into practical plans. Ability to prioritize issues and other work related matters and to comply with time frames. Proven initiative, decisiveness and the ability to acquire new knowledge swiftly. Computer literacy with a proficiency in MS Office Software applications.

**DUTIES**

: Ensure implementation of HAST policies and guidelines in all facilities (treatment adherence, HIV index testing, UTT, TLD switch/ initiations, welcome back campaign, etc.). Provide support, guidance and mentoring to health facilities so-that the district can achieve 95 95 95 HAST goals. Ensure integration of the HAST programme into Sukuma Sakhe Objectives. Ensure that clinical audits are conducted and quality improvement plans are developed and implemented to improve quality. Facilitate the implementation of the differentiated models of care. Compile monthly, quarterly and annual reports and share with relevant stakeholders. Analyze emerging health practices and trends using available information systems (TIER.NET, DHIS, Vantage, NHLS labtrak etc.) and introduce remedial action in conjunction with health care specialists. Plan, organize and conduct community rallies and events that convey health messages and practices which support HAST programme strategies. Participate in the formulation of the District HAST operational and business plans. Monitor budget allocated to the HAST programme. Participate in activities aimed at fully integrating HIV and AIDS programmes to the main stream of PHC services. Facilitate and hold district HAST monthly and quarterly meetings. Support facility and sub- district HAST meetings (new Operation Sukuma Sakhe nerve centre meetings) Facilitate and conduct regular meetings with NGOs supporting the programme with the assistance of the HIV and AIDS trainer. Coordinate trainings and updates for NGOs and Health Care Workers .Work in close collaboration with other stakeholders to implement the HAST programme.

**ENQUIRIES  
APPLICATIONS**

: Ms TM Banda (Deputy District Director: IDHSD) Tel No: (032) 437 3500  
 : All applications should be forwarded to: The District Director: Human Resource Management Services, I Lembe Health District Office, Private Bag X10620, KwaDukuza, 4450 or Hand delivered to: 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza, 4450.

**NOTE**

: 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. ILE/03/2022. 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 qualification and other relevant documents 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) Applicants in possession of a foreign qualifications are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested only if shortlisted.

**CLOSING DATE**

: 22 August 2023



- POST 27/183** : **CHIEF ARTISAN REF NO: UNTU 29/2023 (X1 POST)**  
Component: Maintenance
- SALARY** : R434 787 - R494 619 per annum. Other benefits: 13th Cheque / Service Bonus, Medical Aid Optional, Home Owners, Housing
- CENTRE** : Untunjambili Hospital
- REQUIREMENTS** : Grade 12 (senior certificate). Appropriate trade test certificate in any of trades –Electrical, Building, Plumbing, Mechanical, and Fitter in terms of provision section 13(2) of the Manpower Training Act of 1981, as amended. Valid driver's license code 08/code 10. Ten years (10) post qualification experience required as an Artisan/ Artisan foreman. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Project management. technical design and analysis knowledge. Computer – aided technical application. Knowledge of legal compliance. Technical report writing. Technical consulting. Production, process knowledge and skills. Problem solving and analysis. Decision –making. Change management. Financial management. Customer focus and responsiveness. Communication skills. Computer skill. Planning and organizing.
- DUTIES** : Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology and ensure quality assurance in line with specification. To provide technical advisory services to the planning upgrading and revitalizing components to develop specialised specification for major and minor development initiatives. Develop policy documents, norms and standardize for Department functions according to required standard. To investigate processes to determine reason for failure infrastructure, plant and specialized equipment in the delivery of health services. Ensure the effective utilization of all resources allocation to sub-components. Promote safety in line with statutory and regulatory requirements. To manage the executive of maintenance strategy through the provision of appropriate structural, systems and resources. Design and establish a system and collect data on the use of utilities by health facilities .To monitor maintenance efficiencies according to organization goals to direct or redirect maintenance service for project and requirements. To continuously monitor the exchange and protection of information between operations and individuals .Provide input into the budgeting process as required .Compile and submit reports as required .Ensure daily control of technical ,mechanical and plumbing personnel Manage Human Resource effectively and efficiently and promote sound labour relations .Research/literature studies on technical/engineering technology to improve expertise and liaise with relevant bodies /councils on technical /engineering related matters. NB: The incumbent will be expected to work overtime and extended hours.
- ENQUIRIES** : Mr. L.R Dlamini Tel No: (033) 444 1707
- APPLICATIONS** : Should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or Courier your application.
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies

of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 21 August 2023
- POST 27/184** : **PROFESSIONAL NURSE GRADE 1/2; SPECIALTY OPERATING THEATRE REF NO: UNTU 20/2023 (X1 POST)**  
Component: Nursing  
Re-Advertised
- SALARY** : Grade 1: R431 265 - R497 193 per annum  
Grade 2: R528 696 - R645 720 per annum  
Other Benefits: 13th Cheque, Medical Aid (Optional) 8% Rural Allowance  
Housing Allowance: Employee Must Meet Prescribed Requirements.
- CENTRE REQUIREMENTS** : Untunjambili Hospital  
: Senior certificate, Diploma/Degree in Nursing and Midwifery, Registration with the SANC as a Professional Nurse and Midwifery, A Basic Qualification in Operating Theatre Nursing Science registered with SANC, Current SANC registration (2023 Receipt), Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. **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 a one year Post Basic Qualification in Operating Theatre Nursing. **Grade 2:** A minimum of fourteen (14) years appropriate / recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ / recognizable experience after obtaining one year Post Basic Qualification in Operating Theatre Nursing. Knowledge, Skills, Attributes and Abilities: Knowledge of Operating Theatre processes and procedures, Strong interpersonal, communication 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 statues and other relevant legal understanding of Human Resources needs and development.
- DUTIES** : Promote quality of 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. Provision of 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 as laid by the Nursing Act, National Core Standards, and Occupational Health and Safety Act and all other applicable prescripts. Assist in managing and supervising for effective utilization of all resources e.g. human, financial material. Assist in managing /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. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in training and research. Maintain professional growth/ethical standards and self-development. Participate in staff development using EPMDS System and other work related programmes and training. Support and mentor student nurses. Relieve the Operational Manager Nurse. Exercise control over discipline, grievance and all labour relations issues as well as management of absenteeism.
- ENQUIRIES APPLICATIONS** : Ms I.M.F. Buthelezi Tel No: (033) 444 1707  
: Should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop 3268 or Hand Deliver or Courier your application
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

<b><u>CLOSING DATE</u></b>	:	21 August 2023
<b><u>POST 27/185</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER (NOKWEJA CLINIC AND IXOPO CLINIC) (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum. Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement) Grade 2: R528 696.per annum. Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional
<b><u>CENTRE</u></b>	:	Christ The King Hospital: Ref No: CTK 26/2023 Nokweja Clinic Ref No: CTK 28/2023 Ixopo Clinic
<b><u>REQUIREMENTS</u></b>	:	<b>Grade 1:</b> Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus, <b>Grade 2:</b> Experience: A minimum of 14 years appropriate/recognizable Experience in nursing after registration after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. All the above mentioned documents need not be attached on application but will be requested only if shortlisted). Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (only if shortlisted). 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 (PHC) Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus, A minimum of 14 years appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care. applicants will submit documents only when shortlisted. Knowledge, Skills, Training and Competencies required: Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc. Leadership, organizational, decision making and problem solving, conflict handling and counselling. good listening and communication skills. Co-ordination and planning skills, Team building and supervisory skills, Good interpersonal relationship skill, Good insight of procedures and policies pertaining to nursing care. Ability to assist in formulation of patient care related policies.

**DUTIES** : Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community. Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock. Assist in orientation, induction and monitoring of all nursing staff. Provide direct and indirect supervision of all nursing staff and to give guidance. To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele. Execute duties and functions with proficiency and perform duties according to scope of practice. Implement infection control standards and practices to improve quality of nursing care. Ensure proper implementation of National Core Standards, quality and clinical audits. Improve the knowledge of staff and patients through health education and in service training. Implement standards, practices criteria for quality nursing. Maintain a constructive working relationship with nursing and other stakeholders. Supervision of patients' reports and intervention, keeping a good valid record on all client interventions. Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources. Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic. Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of self-care. Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net o Assist with capturing patients on patient registration (HPRS) system. Support the realization and maintenance of Ideal Clinic Programme in the facility. Coordinate and manage the provision of the services to manage COVID 19 pandemic.

**ENQUIRIES** : Miss PNS. Shezi Tel No: (039) 834 7500, EXT No. 7533.

**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 Peterhauff Drive, Ixopo, 3276

**FOR ATTENTION** : Ms. PNS Shezi

**NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://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. NB: 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 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** : 21 August 2023

**POST 27/186** : **PROFESSIONAL NURSE (SPECIALTY) REF NO: CTK 27/2023**

**SALARY** : Grade 1: R431 265 per annum. Plus 13th cheque, medical- aid (optional), Housing Allowance (employees must meet the prescribed requirement)  
Grade 2: R528 696 per annum. Plus 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

**CENTRE** : Christ The King Hospital – PAEDS

**REQUIREMENTS** : **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. plus, Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Child Nursing Science, plus, **Grade 2:** Experience: A minimum of 14 years appropriate/recognizable Experience in nursing after registration after registration as a General Nurse with SANC of which 10 years of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Child Nursing Science. All the above mentioned documents need not be attached on application but will be requested only if shortlisted). Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office will be requested (only if shortlisted) Grade 12 (senior certificate) Standard 10/or equivalent qualification Degree/Diploma in General Nursing with midwifery PLUS A post Basic Nursing qualification Diploma in Child

		Nursing Science a Duration of at least 1(one) year accredited with SANC. Current registration With SANC as a General Nurse (2023 receipt). Applicants will submit documents only when shortlisted. Knowledge, Skills Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical practices. Perform a clinical practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's need, requirements and expectations. Possess and demonstrate effective communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team. Working as part of the multi-disciplinary team to ensure good nursing care. Ability to plan and that of support personnel to ensure proper Nursing care.
<b><u>DUTIES</u></b>	:	Provision of Quality Nursing Care through the implementation of National Core Standards, policies and procedures coupled with supervision and monitoring thereof. To develop and ensure implementation of Nursing Care Plans. To attend, conduct and facilitate monthly Morbidity and Mortality Meeting and implement action plans where necessary. Implement all MCWH Programmes which will contribute to a reduction in mortality and morbidity Rates. To participate in Quality Improvement Programmes and Clinical Audits. Uphold the Batho Pele Principles and Patients' Rights Charter Provide a safe and therapeutic environment as laid down by the Nursing Act, Occupational Health and Safety Act and all other applicable prescripts. Maintain accurate and complete patient records according to legal Requirements.
<b><u>ENQUIRIES</u></b>	:	Mrs N.C. Ngubo (Assistant Nursing Manager: CTK Hospital) Tel No: (039) 834 7533
<b><u>APPLICATIONS</u></b>	:	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 Peterhauff Drive, Ixopo, 3276.
<b><u>FOR ATTENTION NOTE</u></b>	:	Mrs. NC Ngubo
	:	The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> , 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. NB: 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 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.
<b><u>CLOSING DATE</u></b>	:	21 August 2023
<b><u>POST 27/187</u></b>	:	<b><u>PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM)-CRITICAL CARE REF NO: PN (SPECNURSSTREAM) CRIT CARE /2023 (X8 POSTS)</u></b> Department: Critical Care
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum. Plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional Grade 2: R528 696 per annum. Plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Inkosi Albert Luthuli Central Hospital
	:	Grade 12/Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing and Midwifery. Certificate of registration with SANC as a Professional Nurse and midwife. One (1) year post basic qualification in Critical Care Nursing Science accredited by SANC. Current registration with SANC as General Nurse, Midwife and Critical Care Nursing (SANC receipt 2023). Proof of experience / certificate endorsed by HR Department. NB: Proof of current and previous experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Experience: <b>Grade 1:</b> A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. <b>Grade 2:</b> A

minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. 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). Ability to prioritize matters related to work and patient care. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team.

**DUTIES**

: Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Strengthen ethics and professionalism. Provide a therapeutic environment for patient's staff and public. Advocate for quality care of patients. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. To nurse critically ill patients who are ventilated, on Haemodialysis and continuous-veno venous Haemodialysis (CVVHD). Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned supervisor. Participate in quality cycles and quality improvement projects to improve patient outcomes. Be cognisant of measures to prevent patient safety incidents and litigation. Assume shift leader role when necessary or as delegated by supervisor. Participate in staff development using EPMSD System and other work related programmes and training.

**ENQUIRIES  
APPLICATIONS**

: H Ndemera - Assistant Manager Nursing Tel No: (031) 2401063  
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE**

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE**

: 25 August 2023

<b><u>POST 27/188</u></b>	:	<b><u>PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM)- PAEDIATRICS REF NO: PN (SPECNURS) PAEDIATRIC /1/2023 (X2 POSTS)</u></b> Department: Paediatric
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum. Plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional. Grade 2: R528 696 per annum. Plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Inkosi Albert Luthuli Central Hospital : Grade 12/Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing and Midwifery Certificate of registration with SANC as a Professional Nurse and midwife. One (1) year post basic qualification in Paediatric Nursing Science/Child Nursing Science accredited by SANC. Current registration with SANC as General Nurse, Midwife and Paediatric Nursing Science /Child Nursing Science Nursing (SANC receipt 2023). NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Experience: <b>Grade 1:</b> A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. <b>Grade 2:</b> A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. 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). Ability to prioritize matters related to work and patient care. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team. Knowledge of IMAM, ETAT, PMTCT, EPI and CHIPP guidelines.
<b><u>DUTIES</u></b>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Strengthen ethics and professionalism. Provide a therapeutic environment for patient's staff and public. Advocate for quality care of patients. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned supervisor. Participate in quality cycles and quality improvement projects to improve patient outcomes. Be cognisant of measures to prevent patient safety incidents and litigation. Assume shift leader role when necessary or as delegated by supervisor.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	H Ndemera - Assistant Manager Nursing Tel No: (031) 2401063 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
<b><u>NOTE</u></b>	:	An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and

recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 25 August 2023
- POST 27/189** : **PROFESSIONAL NURSE: SPECIALTY NURSING STREAM) TRAUMA REF NO: PN: (SPEC NURS TRAUMA)/1/2023 (X3 POSTS)**  
Department: Nursing Department
- SALARY** : Grade 1: R431 265 per annum. Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional.  
Grade 2: R528 696 per annum. Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional.
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital  
Senior certificate/ Grade 12. Diploma/ Degree in General Nursing and Midwifery. A 1 year Post Basic Nursing Qualification Diploma/Degree in Trauma and Emergency Nursing Science (Emergency Nursing Science) of at least One (1) year experience post basic qualification in Emergency Nursing Science. Current registration with SANC as General Nurse, Midwife and Trauma and Emergency Nursing Science (SANC receipt 2023. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Experience: **Grade 1:** A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Proof of current year registration/ receipt with SANC (2023) Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. 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). Ability to prioritize matters related to work and patient care. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team.
- DUTIES** : Render optimal holistic quality specialised nursing care as directed by the scope of practice and service standards. Maintain quality standards by ensuring compliance with Regulated Norms and Standards and Ideal Hospital Realization and Maintenance. Effective and efficient management of all resources at your disposal. Manage generated data as per data management policy. Be well versed with management of major incident procedure. Display competency in resuscitation and actively involved in in-service education to accumulate CPD points. Promote ethics and professionalism in the work environment. Participate in quality cycles and quality improvement projects to improve patient outcomes. Be cognisant of measures to prevent patient safety incidents and litigation. Assume shift leader role when necessary or as delegated by supervisor.
- ENQUIRIES APPLICATIONS** : H Ndemera-AMN Tel No: (031) 2401063  
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to



the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE**

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

**CLOSING DATE**

: 25 August 2023

**POST 27/190**

: **PROFESSIONAL NURSE: ADVANCED MIDWIFERY SPECIALTY REF NO: RCH34/2023 (X1 POST)**

**SALARY**

: R431 265 per annum. Plus 8% Rural Allowance 13th Cheque, Medical Aid (Optional), Housing Allowance (Employee must meet prescribed).

**CENTRE**

: Richmond Clinic

**REQUIREMENTS**

: Degree/Diploma in General Nursing plus 1 year post basic qualification in Advance Midwifery. Registration with SANC as a General Nurse, as an advanced Midwife. A minimum of 4 years appropriate/recognizable experience as a General Nurse. **Grade 1:** Experience: A minimum of 4 years appropriate/recognizable experience as a General Nurse and 1 year in the specialty (Advanced Midwifery) **Grade 2:** Experience: A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specialty after obtaining the one year post basic qualification in the relevant specialty (Advanced Midwifery) NB: Certificate of service from previous employers is compulsory (only when shortlisted), please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management (only when shortlisted). Knowledge, Skills and Competencies required for the post: Demonstrate understanding of nursing legislation and related and ethical nursing practices within a primary health care environment. Demonstrate a basic understanding of HR and financial policies and practices. Good communication skills. Good interpersonal skills.

**DUTIES**

: Perform clinical nursing practice in accordance with the scope of practices and nursing standards as determined for primary health care facility. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Work as part of the multi-disciplinary team to ensure good nursing care to primary health care level. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work effectively, co-operatively and amicably with persons of diverse intellectual, cultural, racial, or religious differences. Display a concern for patients, promoting and advocating proper treatment and care including willingness to respond to patient needs and expectations according to Batho Pele principles. Promote quality of nursing care as directed by standards at primary health facilities. Diagnose and manage obstetric emergencies in the absence of a doctor i.e. Eclampsia, APH etc. Identify high risk clients during ante-partum and post-partum manage them or refer them according to policy. Develop mission and vision and objective for obstetric unit. Develop, implement and review obstetric policies and procedures. Facilitate facility perinatal Mortality review or meeting. Know South African Nursing Council rules and

	:	regulations pertaining to obstetrics. The incumbent will be expected to work overtime and extended hours.
<b><u>ENQUIRIES</u></b>	:	Mrs. N.A Mbana Tel No: (033) 212 2170
<b><u>APPLICATIONS</u></b>	:	All applications to be posted to: The Acting Chief Executive Officer, Richmond Hospital Private Bag X133, Richmond, 3780.
<b><u>FOR ATTENTION</u></b>	:	Mrs.SR Ranjoomia
<b><u>NOTE</u></b>	:	The applicants must include only completed and signed new Z83, obtained from any Public Service Department or on the internet at <a href="http://www.gov.za">www.gov.za</a> and a detailed Curriculum Vitae when they apply. Certified copies of identity Documents, Senior Certificate, and the highest required qualification as well as driver's licence where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview.
<b><u>CLOSING DATE</u></b>	:	22 August 2023
<b><u>POST 27/191</u></b>	:	<b><u>PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM)-OPERATING THEATRE REF NO: PN (SPECNURS) THEATRE /1/2023 (X7 POSTS)</u></b> Department: Operating Theatre
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum. Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional. Grade 2: R528 696 per annum. Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional.
<b><u>CENTRE</u></b>	:	Inkosi Albert Luthuli Central Hospital
<b><u>REQUIREMENTS</u></b>	:	Grade 12/Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing and Midwifery Certificate of registration with SANC as a Professional Nurse and Midwife. One (1) year post basic qualification in Operating Theatre Nursing Science accredited by SANC. Current registration with SANC as General Nurse and Operating Theatre Nurse (SANC receipt 2023). NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Experience <b>Grade 1</b> : A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. <b>Grade 2</b> : A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Recommendations: Cardiac; Neuro; Vascular and Cath lab experience Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. 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). Ability to prioritize matters related to work and patient care. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team. Flexibility must be displayed with rotation between disciplines; night duty and week- end allocation Adhere to duty roster of the institution.
<b><u>DUTIES</u></b>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources. Participation in training and research. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Strengthen ethics and professionalism. Provide a therapeutic environment for patient's staff and public. Advocate for quality care of patients. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. Maintain a health and safe environment. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned supervisor. Participate in quality cycles and quality improvement projects to improve patient outcomes. Be cognisant of measures to prevent patient safety incidents and litigation. Assume shift leader role when necessary or as delegated by supervisor. Participate in staff development using EPMDS System and other work related programmes and training.
<b><u>ENQUIRIES</u></b>	:	Mrs H Ndemera AMN Tel No: (031) 240 1063

- 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 to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 25 August 2023
- POST 27/192** : **PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM)-ADVANCED MIDWIFERY AND NEONATAL CARE. REF NO: PN (SPECNURS OBS&GYNAE) 1/2023**  
Department: Nursing Department
- SALARY** : Grade 1: R431 265 per annum. Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional.  
Grade 2: R528 696 per annum. Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional.
- CENTRE** : Inkosi Albert Luthuli Central Hospital
- REQUIREMENTS** : Grade 12/Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing and Midwifery. Certificate of registration with SANC as a Professional Nurse and midwife. One (1) year post basic qualification in Midwifery and Neonatal Nursing Science (Advanced Midwifery) accredited by SANC. Current registration with SANC as General Nurse, Midwife and Neonatal Nursing Science (Advanced Midwifery) (SANC receipt 2023). NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Experience: **Grade 1:** A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. 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). Ability to prioritize matters related to work and patient care Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards within professional/legal framework. Display concern for patients, promoting and

advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements. Work as part of a multidisciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH and relevant prescripts. Implementation of programs that promote maternal, women and neonatal positive health outcomes. Internal rotation of staff within the relevant speciality will be exercised according to patients need. Maintain professional growth/ethical standards and self-development. Provide a therapeutic environment for patient's staff and public. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned by supervisor. Participate in quality cycles and quality improvement projects to improve patient outcomes Be cognisant of measures to prevent patient safety incidents and litigation. Act as shift leader when necessary or as delegated by supervisor Participate in staff development using EPMDS System and other work related programs and training. Implementation of night duty according to institutional and relevant prescripts.

- ENQUIRIES** : Mrs H Ndemera AMN Tel No: (031) 2401063
- 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 to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 25 August 2023
- POST 27/193** : **LECTURER PND1/PND2 (POST GRADUATE DIPLOMA IN PRIMARY CARE NURSING: R.635) REF NO: PMMC02/2023**
- SALARY** : Grade 1: R431 265 per annum  
Grade 2: R528 969 per annum  
8% Rural Allowance, 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet Prescribed requirements)
- CENTRE** : Prince Mshiyeni Memorial Campus
- REQUIREMENTS** : Senior Certificate/Grade 12.A Diploma /Degree in Nursing or equivalent qualification registered with the South African Nursing Council (SANC) as a Professional Nurse. Diploma in Clinical Nursing Science, Health Assessment, and Treatment and Care (R.48). A post registration qualification in Nursing Education registered with the South African Nursing Council (SANC). Shortlisted candidates will be required to submit proof of current registration with the South African Nursing Council (SANC). Unendorsed valid Code EB driver's licence. A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, Midwife/Accoucheur, community and Psychiatric nurse (in the case of grade 1). A minimum of fourteen (14) years

appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2). Recommendations: Master's degree in Nursing, Basic Computer Literacy. A minimum of 2 years clinical experience in Primary Health Care Nursing. Knowledge, Skills and Experience: Have in-depth knowledge of procedures and processes related to Primary health care nursing. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

**DUTIES** : Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Coordinate and ensure clinical accompaniment of students. Coordinate the implementation of R.635 programme (Primary Care Nursing); including teaching and learning and assessment of R171 and R1497 programmes. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Oversee the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students.

**ENQUIRIES** : Mrs R Bridgemohan Tel No: (031) 907 8314  
**APPLICATIONS** : Applications should be directed to: The Registrar, Prince Mshiyeni Memorial Campus, Private Bag X10, Moberi, 4060.

**FOR ATTENTION** : Miss.NP Mkhwanazi  
**NOTE** : Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from website-www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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. Faxed and emailed applications will not be accepted. 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). Shortlisted candidates in possession of a foreign qualification will be required to submit an evaluation certificate from the South Africans Authority (SAQA). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

**CLOSING DATE** : 21 August 2023

**POST 27/194** : **LECTURER PND1/PND2 REF NO: PMMC03/2023 (X2 POSTS)**

**SALARY** : Grade 1: R431 265 per annum  
 Grade 2: R528 696 per annum  
 8% Rural Allowance, 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

**CENTRE** : Prince Mshiyeni Memorial Campus  
**REQUIREMENTS** : Senior Certificate/Grade 12. A Diploma /Degree in Nursing (General, Psychiatry and Community) and Midwifery registered with the South African Nursing Council (SANC) as a Professional Nurse. A post registration qualification in Nursing Education registered with the South African Nursing

Council (SANC). Shortlisted candidates will be required to submit proof of current registration with the South African Nursing Council (SANC) 2023. Unendorsed valid Code RSA driver's licence (code EB/08). A minimum of four (4) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing, Midwife/Accoucheur, community and Psychiatric nurse (in the case of grade 1). A minimum of fourteen (14) years appropriate/recognizable experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing of which ten (10) years of the period referred to above must be appropriate / recognizable experience in Nursing Education (in the case of grade 2). Recommendations: Master's Degree in nursing. Basic Computer Literacy. Knowledge, Skills and Experience: Have in-depth knowledge of procedures and processes of General Nursing and Midwifery Nursing Programmes. Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision making / problem solving skills. Willingness to travel. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

**DUTIES**

: Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Coordinate and ensure clinical accompaniment of students. Implementation of R174 Bachelor of Nursing, R171 and R1497 programmes including teaching and learning and assessment of R171 and R1497 programmes. Develop and ensure implementation of quality assurance programmes. Collaborate with other internal and external stakeholders and build a sound relationship within the Department. Oversee the supervision of students. Policy analysis and development. Development and review of nursing curricula for all categories of training. Implements the new nursing programmes in line with SANC and CHE regulations. Participate in the provisioning of Continuous Professional Development (CPD) activities at the Campus. Participate in all governance structures of the College. Support the mission and promote the image of the college. Exercise control over students.

**ENQUIRIES**

: Mrs R Bridgemohan Tel No: (031) 907 8314

**APPLICATIONS**

: Applications should be posted to: The Registrar, Prince Mshiyeni Memorial Campus, Private Bag X10, Moberi, 4060.

**FOR ATTENTION**

: Miss.NP Mkhwanazi

**NOTE**

: Applications must be submitted on the most recent prescribed Z83 application form for employment obtainable from all Public Service Departments or from website-www.kznhealth.gov.za which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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. Faxed and emailed applications will not be accepted. 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). Shortlisted candidates in possession of a foreign qualification will be required to submit an evaluation certificate from the South Africans Authority (SAQA). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and a detailed curriculum. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Please note that communication will only be entered into with candidates that have been shortlisted. If you have not heard from us within two months after the closing date, please consider your application as being unsuccessful. Due to financial constraints, S&T claims will not be paid to candidates who attended interviews.

**CLOSING DATE**

: 21 August 2023

**POST 27/195** : **PROFESSIONAL NURSE ORTHOPAEDIC SPECIALTY (CASUALTY) REF NO: EMS/34/2023**

**SALARY** : Grade 1: R431 265 - R497 193 per annum. Other Benefits: Medical Aid (Optional), 13th Cheque, Housing allowance (employee must meet prescribed requirements) plus 8% Rural allowance.

**CENTRE REQUIREMENTS** : Emmaus Hospital  
Grade 12 Certificate/Senior Certificate Diploma/Degree in General Nursing Science and Midwifery. A minimum of 5 years appropriate/recognizable nursing experience after registration as a professional nurse with SANC. A minimum of 1 year after obtaining Diploma in of orthopaedics nursing science(speciality) appropriate/recognizable nursing experience after registration with SANC. Knowledge & Skills Leadership, Management, planning, and co-ordinates skills. Knowledge of relevant acts, prescripts, policies and procedures governing health care service delivery. Sound knowledge of nursing care delivery approaches and scope of practice in the areas under control. Sound knowledge of priority programs clinical guidelines, protocols, policies and procedures and best practices in nursing care service delivery. Good communication, interpersonal, negotiation, decision making, problem solving, conflict management, counselling, teaching, mentorship and supervisory skills. Knowledge of code of conduct, Labour Relations and related policies

**DUTIES** : Ensure effective utilization of human and material resources. Ensure adherence to prescribed nursing policies and procedures. Co-ordinate all services within the hospital. Ensure that all quality and infection control initiative are adhered to i.e norms and standard/ideal Hospital. Evaluate and monitor compliance with clinical protocols, norms and standard of the hospital. Ensure that clinical governance principles are adhered too and ensure that audits are conducted Ensure reporting of and with his/her units. Ensure effective data management. Manage complaints and PSI within the hospital. Monitor implementation of EPMDS. Ensure implementation of all child health initiatives eg CHIPP/SAM MDT. To partake in overall specialised unit functions.

**ENQUIRES APPLICATIONS** : Ms. T.M Nkabinde Tel No: (036) 488 1570 (ext. 8315)  
Please forward the application quoting the reference number to the Department of Health, Private Bag X16, Winterton, 3340. Hand delivered applications may be submitted at Human Resource Registry, Emmaus Hospital.

**FOR ATTENTION NOTE** : Assistant Director: HRM  
Application should be submitted on the most recent Z83 obtainable from any Public Service Department and should be accompanied by a comprehensive CV (with detailed Previous experience). Only shortlisted candidate will be required to submit certified copies of qualifications, ID and driver's license (certified copies of certificates should not be older than six months) on or before the day of the interview following communication from Human Resources. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to personnel suitability checks and other vetting procedures. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. NB: No Resettlement and Travelling Allowance will be paid for interview attendance.

**CLOSING DATE** 25 August 2023 at 16:00

**POST 27/196** : **CLINICAL NURSE PRACTITIONER REF NO: MAL CHC 23/2023 (X2 POSTS)**

**SALARY** : Grade 1: R431 265 per annum. Plus 12% Rural Allowance  
Grade 2: R528 696 per annum. Plus 12% Rural Allowance

**CENTRE REQUIREMENTS** : Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance  
Mfundo Arnold Lushaba CHC - Mgayi Primary Health Care Clinic  
Degree / Diploma in General Nursing and Midwifery; Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse; A minimum of 4 years appropriate / recognizable registration experience as a General Nurse; A Post Basic Qualification in Primary Health Care of duration of one year; Current Certificate with SANC to practice in 2023. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing plus one year post basic Qualification in Primary Health Care. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing

**DUTIES**

after registration as a Professional Nurse with SANC in General Nursing and Midwifery which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Skills, Training, and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc; Leadership, organizational, decision making and problem solving abilities; Interpersonal skills including public relations, negotiating, conflict handling and counselling; Financial and budgetary knowledge; Good in-sight of procedures and policies pertaining to nursing care; Computer skills in basic programmes. Deputize for the Operational Manager; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization; Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care; Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing medico-legal hazards; Ensuring proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account; Support the ICRM and NCS implementation; Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care; Maintain a constructive working relationship with nursing and other stakeholders; Utilise human, material and physical resources efficiently and effectively; Conduct situational analysis and develop quality improvement projects; Maintain accurate and complete records, ensuring safety thereof; Ensure proper collecting, collating, compilation and critical analysis and use of all data for quality service delivery; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Always ensure the promotion of scientific, quality nursing care by functioning as a therapeutic team co-ordinating between CHC and community to prevent medico-legal hazards; Ensuring the proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken in account.

**ENQUIRIES**

: Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 9728265

**APPLICATIONS**

: Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.

**FOR ATTENTION**

: Miss S. Pillay

**CLOSING DATE**

: 25 August 2023

**POST 27/197**

: **CLINICAL NURSE PRACTITIONER REF NO: MAL CHC 24/2023 (X1 POST)**

**SALARY**

: Grade 1: R431 265 per annum. Plus 12% Rural Allowance  
Grade 2: R528 696 per annum. Plus 12% Rural Allowance  
Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance

**CENTRE**

: Mfundo Arnold Lushaba CHC - Baphumile Primary Health Care Clinic

**REQUIREMENTS**

: Degree / Diploma in General Nursing and Midwifery; Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse; A minimum of 4 years appropriate / recognizable registration experience as a General Nurse; A Post Basic Qualification in Primary Health Care of duration of one year; Current Certificate with SANC to practice in 2023. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing plus one year post basic Qualification in Primary Health Care. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Skills, Training, and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and



**DUTIES**

: Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc; Leadership, organizational, decision making and problem solving abilities; Interpersonal skills including public relations, negotiating, conflict handling and counselling; Financial and budgetary knowledge; Good in-sight of procedures and policies pertaining to nursing care; Computer skills in basic programmes.  
: Deputize for the Operational Manager; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization; Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care; Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing medico-legal hazards; Ensuring proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account; Support the ICRM and NCS implementation; Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care; Maintain a constructive working relationship with nursing and other stakeholders; Utilise human, material and physical resources efficiently and effectively; Conduct situational analysis and develop quality improvement projects; Maintain accurate and complete records, ensuring safety thereof; Ensure proper collecting, collating, compilation and critical analysis and use of all data for quality service delivery; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Always ensure the promotion of scientific, quality nursing care by functioning as a therapeutic team co-ordinating between CHC and community to prevent medico-legal hazards; Ensuring the proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken in account.

**ENQUIRIES**

: Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 972 8265

**APPLICATIONS**

: Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.

**FOR ATTENTION**

: Miss S. Pillay

**CLOSING DATE**

: 25 August 2023

**POST 27/198**

: **CLINICAL NURSE PRACTITIONER REF NO: MAL CHC 25/2023 (X2 POSTS)**

**SALARY**

: Grade 1: R431 265 per annum. Plus 12% Rural Allowance  
Grade 2: R528 696 per annum. Plus 12% Rural Allowance  
Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance

**CENTRE**

: Mfundo Arnold Lushaba CHC - Khayelihle Primary Health Care Clinic

**REQUIREMENTS**

: Degree / Diploma in General Nursing and Midwifery; Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse; A minimum of 4 years appropriate / recognizable registration experience as a General Nurse; A Post Basic Qualification in Primary Health Care of duration of one year; Current Certificate with SANC to practice in 2023. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing plus one year post basic Qualification in Primary Health Care. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the Interview. Skills, Training, and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc; Leadership, organizational, decision making and problem solving abilities; Interpersonal skills including public relations, negotiating, conflict handling and counselling; Financial and budgetary knowledge; Good in-sight of procedures and policies pertaining to nursing care; Computer skills in basic programmes.

**DUTIES**

: Deputize for the Operational Manager; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative

services for the clients and the community; Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization; Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care; Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing medico-legal hazards; Ensuring proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account; Support the ICRM and NCS implementation; Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care; Maintain a constructive working relationship with nursing and other stakeholders; Utilise human, material and physical resources efficiently and effectively; Conduct situational analysis and develop quality improvement projects; Maintain accurate and complete records, ensuring safety thereof; Ensure proper collecting, collating, compilation and critical analysis and use of all data for quality service delivery; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Always ensure the promotion of scientific, quality nursing care by functioning as a therapeutic team co-ordinating between CHC and community to prevent medico-legal hazards; Ensuring the proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken in account.

- ENQUIRIES** : Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 9728265
- APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.
- FOR ATTENTION** : Miss S. Pillay
- CLOSING DATE** : 25 August 2023
- POST 27/199** : **CLINICAL NURSE PRACTITIONER REF NO: MAL CHC 26/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 per annum. Plus 12% Rural Allowance  
Grade 2: R528 696 per annum. Plus 12% Rural Allowance  
Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance
- CENTRE** : Mfundo Arnold Lushaba CHC – Casualty
- REQUIREMENTS** : Degree / Diploma in General Nursing and Midwifery; Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse; A minimum of 4 years appropriate / recognizable registration experience as a General Nurse; A Post Basic Qualification in Primary Health Care of duration of one year; Current Certificate with SANC to practice in 2023. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing plus one year post basic Qualification in Primary Health Care. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Skills, Training, and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc; Leadership, organizational, decision making and problem solving abilities; Interpersonal skills including public relations, negotiating, conflict handling and counselling; Financial and budgetary knowledge; Good in-sight of procedures and policies pertaining to nursing care; Computer skills in basic programmes.
- DUTIES** : Deputize for the Operational Manager; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization; Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care; Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing medico-legal hazards; Ensuring proper utilization

and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account; Support the ICRM and NCS implementation; Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care; Maintain a constructive working relationship with nursing and other stakeholders; Utilise human, material and physical resources efficiently and effectively; Conduct situational analysis and develop quality improvement projects; Maintain accurate and complete records, ensuring safety thereof; Ensure proper collecting, collating, compilation and critical analysis and use of all data for quality service delivery; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Always ensure the promotion of scientific, quality nursing care by functioning as a therapeutic team co-ordinating between CHC and community to prevent medico-legal hazards; Ensuring the proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account.

**ENQUIRIES** : Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 972 8265  
**APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.  
**FOR ATTENTION** : Miss S. Pillay  
**CLOSING DATE** : 25 August 2023

**POST 27/200** : **CLINICAL NURSE PRACTITIONER REF NO: MAL CHC 27/2023 (X1 POST)**

**SALARY** : Grade 1: R431 265 per annum. Plus 12% Rural Allowance  
 Grade 2: R528 696 per annum. Plus 12% Rural Allowance  
 Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance  
 Mfundo Arnold Lushaba CHC - Chronic Stream 1

**CENTRE REQUIREMENTS** : Degree / Diploma in General Nursing and Midwifery; Registration with SANC as General Nurse, Midwife and Primary Health Care Nurse; A minimum of 4 years appropriate / recognizable registration experience as a General Nurse; A Post Basic Qualification in Primary Health Care of duration of one year; Current Certificate with SANC to practice in 2023. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing plus one year post basic Qualification in Primary Health Care. **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Skills, Training, and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and patients' Rights Charter, Labour Relations Act, Grievance procedures, etc; Leadership, organizational, decision making and problem solving abilities; Interpersonal skills including public relations, negotiating, conflict handling and counselling; Financial and budgetary knowledge; Good in-sight of procedures and policies pertaining to nursing care; Computer skills in basic programmes.

**DUTIES** : Deputize for the Operational Manager; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization; Motivate staff regarding development in order to increase level of expertise and assist patients and families to develop a sense of self care; Always promoting scientific quality nursing care by functioning as a therapeutic team coordinating between hospital and community and preventing medico-legal hazards; Ensuring proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account; Support the ICRM and NCS implementation; Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care; Maintain a constructive working relationship with nursing and other stakeholders; Utilise human, material and physical resources efficiently and effectively; Conduct situational analysis and develop quality improvement projects; Maintain accurate and complete

records, ensuring safety thereof; Ensure proper collecting, collating, compilation and critical analysis and use of all data for quality service delivery; Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services for the clients and the community; Always ensure the promotion of scientific, quality nursing care by functioning as a therapeutic team co-ordinating between CHC and community to prevent medico-legal hazards; Ensuring the proper utilization and safekeeping of basic medical equipment; Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken in account.

**ENQUIRIES** : Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 972 8265  
**APPLICATIONS** : Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.  
**FOR ATTENTION** : Miss S. Pillay  
**CLOSING DATE** : 25 August 2023

**POST 27/201** : **PROFESSIONAL NURSE – SPECIALTY: OPHTHALMIC REF NO: MAL CHC 28/2023 (X1 POST)**

**SALARY** : Grade 1: R431 265 per annum. Plus 12% Rural Allowance  
 Grade 2: R528 696 per annum. Plus 12% Rural Allowance  
 Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance

**CENTRE** : Mfundo Arnold Lushaba CHC - MOPD  
**REQUIREMENTS** : Grade 12 (Senior Certificate), Standard 10; Degree / Diploma in General Nursing; Registration with SANC as a General Nurse and in Ophthalmic Nursing Science; A minimum of 4 years appropriate / recognizable registration experience as a General Nurse; A Post Basic Qualification in Ophthalmic Nursing Science of a duration of one year, Current Certificate with SANC to practice in 2023; **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing plus one year post basic Qualification in Ophthalmic Nursing Science; **Grade 2:** A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing after which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Ophthalmic Nursing Science. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Skills, Training, and Competence Required: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele and Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc; Leadership, organizational, decision making and problem solving abilities; Interpersonal skills including public relations, negotiating, conflict handling and counselling; Good verbal and written communication skills as well good report writing skills; Team building, co-ordination, planning and supervisory skills; Financial and budgetary knowledge; Good in-sight of procedures and policies pertaining to nursing care; Computer skills in basic programmes; Assist in formulation of patient care related policies.

**DUTIES** : Provide eye care services for the Umzumbe North Subdistrict; Provide comprehensive, quality nursing care to patients /clients in MOPD in a cost effective and efficient manner; Assist with planning, organizing and monitoring of objectives of the Department; Manage all resources within the unit effectively and efficiently to ensure optimum service delivery; Able to plan and organize own and that of support personnel to ensure proper nursing care; Display concern for patients, promoting an advocating proper treatment and care including awareness and willingness to respond to patients' needs, requirements and expectations; Work as a part of a Multidisciplinary Team to ensure good nursing care; Demonstrate effective communication with patients, supervisors and other clinicians; Ensure compliance with all National, Provincial and professional prescripts in order to render a safe patient service and improve client satisfaction; Participate in the analysis and formulation of nursing policies and procedures; Assist in EPMDS Evaluation of staff within the unit and participate in monitoring the training need of employees in the unit; Provide direct and indirect supervision of all staff within the unit and give guidance when required to; Order and monitor appropriate level of consumables; Ensure that equipment in the unit is adequate and is checked to be in working order; Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial and religious backgrounds; Demonstrate an understanding of Human Resource and Financial

Management policies and procedures; Monitor and evaluate the care and Management of all patients and ensure that the maintenance of accurate and complete patient records; Ensuring proper utilization and safekeeping of all medical and other equipment.

**ENQUIRIES APPLICATIONS** : Mrs T.T Shezi: Deputy Nursing Manager Tel No: (039) 972 8265  
: Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.  
**FOR ATTENTION CLOSING DATE** : Miss S. Pillay  
: 25 August 2023

**POST 27/202** : **CLINICAL NURSE PRACTITIONER REF NO: EKO/CNP-MAL/01/2023 (X2 POSTS)**

**SALARY** : Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%

**CENTRE REQUIREMENTS** : Malunga Clinic  
: Grade 1: Senior Certificate (Grade 12) Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1 year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC (2022 APC receipt)/license to practice {Only when shortlisted}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).

**DUTIES** : Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.

**ENQUIRIES APPLICATIONS** : Ms. PL. Ntuli (Deputy Nursing Manager) Tel No: (035) 834 8000, Ext 8005  
: Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital Private Bag X203, Kranskop, 3268.

**FOR ATTENTION NOTE** : MR. SS. Langa  
: The most recent Z83 application form for employment which is obtainable at any Government Department or the website: [www.kznhealth.gov.za](http://www.kznhealth.gov.za), The Z83 form must be completed in full, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T claims will not be considered.

<b><u>CLOSING DATE</u></b>	:	22 August 2023
<b><u>POST 27/203</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER REF NO: EKO/CNP-DIN/01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
<b><u>CENTRE REQUIREMENTS</u></b>	:	Dinuntuli Clinic Grade 1: Senior Certificate (Grade 12) Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1 year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC /license to practice {Only when shortlisted}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).
<b><u>DUTIES</u></b>	:	Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities.Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms PL. Ntuli (Deputy Nursing Manager) Tel No: (035) 834 8000, Ext 8005
	:	Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.
<b><u>FOR ATTENTION NOTE</u></b>	:	MR. SS. Langa The most recent Z83 application form for employment which is obtainable at any Government Department or the website: <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> , The Z83 form must be completed in full, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.
<b><u>CLOSING DATE</u></b>	:	22 August 2023
<b><u>POST 27/204</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER REF NO: EKO/CNP-GC/01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
<b><u>CENTRE</u></b>	:	Gateway Clinic

<b><u>REQUIREMENTS</u></b>	:	Grade 1: Senior Certificate (Grade 12). Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC /license to practice {Only when shortlisted}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).
<b><u>DUTIES</u></b>	:	Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management
<b><u>ENQUIRIES</u></b>	:	Ms PL. Ntuli (Deputy Nursing Manager) Tel No: (035) 834 8000, Ext 8005
<b><u>APPLICATIONS</u></b>	:	Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital Private Bag X203, Kranskop, 3268.
<b><u>FOR ATTENTION</u></b>	:	Mr. SS. Langa
<b><u>NOTE</u></b>	:	The most recent Z83 application form for employment which is obtainable at any Government Department or the website: <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> , The Z83 form must be completed in full, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.
<b><u>CLOSING DATE</u></b>	:	22 August 2023
<b><u>POST 27/205</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER REF NO: EKO/CNP-MFO/01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
<b><u>CENTRE</u></b>	:	Mfongosi Clinic
<b><u>REQUIREMENTS</u></b>	:	Grade 1: Senior Certificate {Grade 12}. Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC /license to practice {Only when

		shortlisted}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).
<b><u>DUTIES</u></b>	:	Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.
<b><u>ENQUIRIES</u></b>	:	Ms PL. Ntuli (Deputy Nursing Manager) Tel No: (035) 834 8000, Ext 8005
<b><u>APPLICATIONS</u></b>	:	Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital Private Bag X203, Kranskop, 3268
<b><u>FOR ATTENTION</u></b>	:	Mr. SS. Langa
<b><u>NOTE</u></b>	:	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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.
<b><u>CLOSING DATE</u></b>	:	22 August 2023
<b><u>POST 27/206</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER GRADE 1 REF NO: OTH CHC 26/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum, (OSD). Other Benefits: 13th Cheque, 12 % rural allowance, Medical aid (optional), Housing Allowance (employee to meet prescribed requirements).
<b><u>CENTRE</u></b>	:	Othobothini Community Health Centre
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / STD 10/ Grade12. Basic R425 qualification (Diploma/ Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Registration with SANC in General Nursing, Midwifery and Primary Health Care. Post basic nursing qualification (of at least 1 year) in Clinical Nursing Science, Health Assessment, Treatment and care accredited with SANC. A Minimum of 4years appropriate /recognizable experience in nursing after registration as professional Nurse with SANC in General Nursing. Knowledge, Skills, Attributes and Abilities: Knowledge of Nursing care and procedures. Knowledge of SANC Rules and Regulations and other relevant Legal Framework. Knowledge of Quality Assurance programmes, Batho- Pele principles and Patient Rights Charter Human Resource Management and basic financial management skills. Leadership, Supervisory and reporting writing skills. Good communication, Counsel, Interpersonal relations, Conflict Management, Decision making and Problem solving skills.
<b><u>DUTIES</u></b>	:	Ensure the efficient and effective control of surgical sundries. Pharmaceutical, equipment and miscellaneous stores. Screening, diagnosing and treatment of



patients. Maintain accurate and complete patients according to legal requirements. Assist in compiling and updating of procedural guidelines. Identify problems, arrears needing improvement and communicate them to Operational Manager. Co-ordination of Service within the institution and other services related to community health (NGO's, CBO's, CHW). Ensure supervision, provision and basic patient's needs. Evaluate and follow up patients during clinic visits. Promotes preventive health for clients. Initiate treatment, implementation of programs and evaluation of patient clinical conditions. Attend and participate during doctors' visits, provide education to patients, staff and public. Assess in service training needs, planning and implementation of training. Ability to plan and priorities issues, other work-related matters and to comply with time frames. Monitor and evaluate performance of Clinic staff according to set standard, norms and target to ensure effective reporting.

**ENQUIRIES APPLICATIONS** : Ms. N.I Mthethwa Tel No: (035) 571 9002  
 : Please forward applications quoting reference number to: The Human Resources Manager, Othobothini CHC, Private Bag X012, Jozini, 3969 or hand deliver to Othobothini CHC, HR Department.

**NOTE** : Applications must be submitted on the application for employment form (Z83), which is obtainable at any Government Department or from website- www.kzhealth.gov.za. Curriculum Vitae (CV). Applicants are not required to submit Copies of ID, Std 10 certificate, educational qualifications, certificate of service / proof of experience signed by HR office such documents will be requested only from shortlisted Candidates. People with disabilities should feel free to apply. Reference numbers must be indicated on the space provided. Please note that appointment will be subject to positive outcome obtained from NIA on the following checks: security clearance, credit record, qualifications, citizenship, and previous experience verification. Should you not hear from us three months after the closing date, please accept that your application was not successful.

**CLOSING DATE** : 25 August 2023

**POST 27/207** : **CLINICAL NURSE PRACTITIONER REF NO: EKO/CNP-MAN/01/2023 (X2 POSTS)**

**SALARY** : Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%

**CENTRE REQUIREMENTS** : Manyane Clinic  
 : Grade 1: Senior Certificate {Grade 12}. Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC /license to practice {Only when shortlisted}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).

**DUTIES** : Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.

**ENQUIRIES APPLICATIONS** : Ms PL. Ntuli Deputy Nursing Manager Tel No: (035) 834 8000, Ext 8005  
 : Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.

**FOR ATTENTION NOTE** : Mr. SS. Langa  
 : 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education

qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T claims will not be considered.

- CLOSING DATE** : 22 August 2023
- POST 27/208** : **CLINICAL NURSE PRACTITIONER REF NO: EKO/CNP-THOL/01/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 - R497 193 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements). Rural allowance 8%
- CENTRE REQUIREMENTS** : Tholothemba Clinic  
: Grade 1: Senior Certificate (Grade 12). Degree/Diploma in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a "Professional Nurse". A post basic nursing qualification with duration of at least 1year in 'Curative Skills in Primary Health Care' accredited with SANC. Registrations with SANC as Professional Nurse/ General Nurse. A minimum 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Proof of current registration with SANC /license to practice {Only when shortlisted}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (only when shortlisted).
- DUTIES** : Provision of an Intergrated quality and comprehensive Primary health care services by health promotion, diseases prevention, curative and rehabilitative services to Individuals, families a d community. Provide PICT and adherence counselling to all clients. Promote advocacy, disclosure and adherence to treatment and care, thus, ensuring that facilities comply with Batho Pele principles. Provide primary prevention strategies and management of Covid-19, TB/HIV/AIDS and other communicable and non-communicable diseases. Provide strategies for improving maternal health and baby well-being. Maintain inter-sectoral collaboration with other government structures. Support Operation Sukuma Sakhe Activities. Ensure the availability of medication, essential equipment and supplies and proper utilization thereof. Ensure data management is implemented and monitored. Data management.
- ENQUIRIES APPLICATIONS** : Ms PL. Ntuli (Deputy Nursing Manager) Tel No: (035) 834 8000, Ext 8005  
: Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.
- FOR ATTENTION NOTE** : Mr. SS. Langa  
: 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful.

Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

- CLOSING DATE** : 22 August 2023
- POST 27/209** : **CLINICAL NURSE PRACTITIONER GRADE 1 OR 2 (MENTAL HEALTH CARE COORDINATOR) REF NO: GTN 30/2023 (X1 POST)**  
Component: Nursing
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Other benefits: 13th cheque, plus 12% Rural allowance, Medical aid (Optional).  
Housing allowance (Must meet the requirement)
- CENTRE** : Greytown Hospital (PHC)
- REQUIREMENTS** : Senior Certificate /Grade 12 PLUS Basic R425 qualification (i.e. Diploma / Degree in Nursing) that allows registration with South African Nursing (SANC) as a Professional Nurse Plus; Diploma /Degree in General, Psychiatry and Midwifery Nursing Science plus 1 year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care Plus; Certificates of Registration with SANC in (General Nursing and relevant post basic qualification) Plus; Current S.A.N.C receipt 2023 Plus Valid driver's license. Experience **Grade 1:** A minimum of four (4 ) years appropriate / recognizable nursing experience in nursing after registration as a Professional Nurse with SANC in General Nursing plus one (1) year post basic qualification in Clinical Nursing Science ,Health Assessment, Treatment and Care. **Grade 2:** A minimum of fourteen (14) years recognizable nursing experience after registration as a Professional Nurse with SANC in General Nursing of which at least ten (10) years must be appropriate recognizable experience in the specific speciality after obtaining 1 year post basic qualification in Clinical Nursing Science , Health Assessment , Treatment and Care. Knowledge, skills, Training and Competences required. Demonstrate effective communication with patient, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge and understanding of all relevant legislative framework i.e. Nursing Act, Mental Health Act, Occupational Health and Safety Act, National Health Act, SANC Rules and Regulations, Labour Relations Act, Public Service Act etc. Knowledge of Batho Pele Principles and Patients' Right Charter. Good communication, interpersonal and problem solving skills. Sound knowledge of disciplinary processes and grievance procedures. Knowledge of code of conduct, leadership, organizational, decision making, counselling and conflict management skills. Report writing and time management skills.
- DUTIES** : Monitor and evaluate performance of clinic staff according to set standards, norms, and target and to ensure effective reporting. Facilitate implementation of the mental Health Care Act. Facilitate clinical audit system for mental health. Support and strengthening of partnership with community-based organisation. Improve the quality of mental health care by establishing minimum based organisation. Improve the quality of mental health care by establishing minimum norms and standards. Assisting the sub district to provide comprehensive mental health and substance abuse services with an emphasis on community-based care. Ensuring human rights of people with mental disability and shifting community attitudes towards the mentally ill. Intensify programmes for the prevention and treatment of substance abuse. Informing the Institution of health management of potential risks and threats to the effective implementation of mental health service delivery. Engagement with other stakeholders in the field of mental health and substance abuse. Understanding of challenges facing the Public Health Sector. Ability to plan and

prioritize issues and other work-related matters and to comply. Ensure provision of Nursing Care through adequate supervision and provide nursing care that leads to improved service delivery by maintaining client satisfaction. Screening diagnosis and treatment of patients. Ensure the efficient and effective control of surgical sundries pharmaceuticals, equipment and miscellaneous stores. Maintain accurate and complete patient's records according to legal requirements. Assist in compiling and updating of procedural guidelines. Coordinate services within the institution and other services related to community health (NGOs, CBOs and CHWs). Ensure data management at all levels. Demonstrate effective communication with health teams, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organize own work and that of support personnel to ensure good community care. Provide educational services to staff and communities. Display concern for the community; promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance management through EPMDs. Ensure increased accessibility of health services to all community members including staff.

**ENQUIRIES  
APPLICATIONS**

: Ms P.P.L Nkala Tel No: (033) 4139 410/ 410  
 : Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown,3250.

**FOR ATTENTION  
NOTE**

: Mrs Z.J Ngobe  
 : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

**CLOSING DATE**

: 21 August 2023

**POST 27/210**

: **CLINICAL NURSE PRACTITIONER REF NO: GTN 31/2023 (X1 POST)**

**SALARY**

: Grade 1: R431 265 - R497 193 per annum  
 Grade 2: R528 696 - R645 720 per annum  
 Other Benefits: 13th Cheque, plus12% Rural allowance, Medical aid(optional). Housing allowance

**CENTRE  
REQUIREMENTS**

: Amatimatolo PHC Clinic  
 : **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC **Grade 2:** A minimum of fourteen (14) years recognizable nursing experience as a General Nurse of which at least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post –basic qualification in the relevant specialty. Senior Certificate /Grade 12. Diploma/ Degree in General Nursing Plus 1year post basic qualification in Primary Health Care and Midwifery. Registration with SANC as a registered and Primary Health Care nurse. Current S.A.N.C receipt 2023. Appropriate/recognizable experience after registration as a Professional Nurse is recognized to determine the salary on appointment. Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies.

<b><u>DUTIES</u></b>	:	Basic financial management skills, sound management, negotiations problem solving and decision-making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles.
	:	Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDs. Motivate staff regarding development in order to increase level of expertise and assist the community to develop a sense of care. Ensure 24 hours health services to all community members.
<b><u>ENQUIRIES</u></b>	:	Ms. P.P.L Nkala Tel No: (033) 4139 400/410
<b><u>APPLICATIONS</u></b>	:	Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown, 3250.
<b><u>FOR ATTENTION</u></b>	:	Mrs Z.J Ngobe
<b><u>NOTE</u></b>	:	The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment. Employment equity targeted: Preferable will be given Males.
<b><u>CLOSING DATE</u></b>	:	21 August 2023
<b><u>POST 27/211</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER REF NO: GTN 35/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R431 265 – R497 193 per annum Grade 2: R528 696 – R645 720 per annum Other Benefits: 13th Cheque, plus 12% Rural allowance, Medical aid (optional). Housing allowance
<b><u>CENTRE</u></b>	:	Gateway PHC Clinic
<b><u>REQUIREMENTS</u></b>	:	<b>Grade 1:</b> A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC. <b>Grade 2:</b> A minimum of fourteen (14) years recognizable nursing experience as a General Nurse of which at least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post –basic qualification in the relevant specialty. Senior Certificate /Grade 12. Diploma/ Degree in General Nursing Plus 1 year post basic qualification in Primary Health Care and Midwifery. Registration with SANC as a registered and Primary Health Care nurse. Current S.A.N.C receipt 2023. Appropriate/recognizable experience after registration as a Professional Nurse is recognized to determine the salary

on appointment. Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies. Basic financial management skills, sound management, negotiations problem solving and decision-making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles.

**DUTIES** : Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDs. Motivate staff regarding development in order to increase level of expertise and assist the community to develop a sense of care. Ensure 24 hours health services to all community members.

**ENQUIRIES** : Ms. P.P.L Nkala Tel No: (033) 4139 400/410  
**APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown,3250.

**FOR ATTENTION** : Mrs Z.J Ngobe  
**NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

**CLOSING DATE** : 21 August 2023

**POST 27/212** : **PROFESSIONAL NURSE SPECIALTY – SURGICAL REF NO: GJGM59/2023 (X1 POST)**  
 Component: Nursing Management Services

**SALARY** : Grade 1: R431 265 per annum  
 Grade 2: R528 696 per annum

**CENTRE** : General Justice Gizenga Mpanza Regional Hospital  
**REQUIREMENTS** **Grade 1:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allow registration with SANC as a Professional Nurse. A post basic qualification in Surgical Nursing Science. Registration with the SANC as a Professional Nurse. Current SANC receipt. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** Senior Certificate / Grade 12. Diploma / Degree in General Nursing that allows registration with SANC as a Professional Nurse. A post basic qualification in Surgical Nursing Science. A

minimum of 14 years appropriate or recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Knowledge, Skills and Competencies: Basic Computer literacy to enhance service delivery. Appropriate understanding of Nursing scope of practice and nursing standard as determined by the Surgical component. Knowledge of health and public service legislation, regulations and policies. Excellent communication skills, human relations and ability to teach in and train staff within a team. Effective communication with patients, supervisors and other health care professionals. Ability to work as a multi-disciplinary team at all levels and work effectively to maintain high standards of service delivery. Basic understanding of HR and Financial policies and practices. Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision making, problem solving, disciplinary and co-ordination skills.

**DUTIES**

: Provision of optimal, holistic specialised nursing care provided within the set standards i.e. professional/obligation. Apply nursing process to patient care in the Surgical Unit. Maintain accurate and complete patient records according to legal requirements. Compilation and analysis of statistics, participate in auditing and clinical charts and develop QIP's. Participate in the implementation of National norms and standards, guidelines, protocols. Manage resources effectively, efficiently and economically with the allocated resources. Provision of effect support to nursing services. Assist in supervision and development of staff. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs and expectations as per Batho Pele principles. Work as part of a multidisciplinary team to ensure good nursing care. Provide safe, therapeutic and hygienic environment for patients, visitors and staff. Ensure that equipment in the unit is adequate and checked that it is in working order. To deliver quality nursing care to Surgical patients in the wards and clinics. To offer patient care by assessing, collecting and interpreting information on surgical clients and prescribing interventions. Monitor and evaluate the care management of all patients and ensure the maintenance of accurate complete patient records. Maintain professional growth/ethical standards of self-development. Promote good working relationships with multidisciplinary team in the provision of quality holistic and individualised patient care. Maintain sterile environment and ensure availability/functionality of surgical equipment.

**ENQUIRIES**  
**APPLICATIONS**

: Matron L.V Hadebe (Assistant Nurse Manager) Tel No: (032) 437 6137  
: Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450.

**NOTE**

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

	:	Resettlement will not be paid to eligible candidates due departmental budgetary constraints.
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/213</u></b>	:	<b><u>PROFESSIONAL NURSE SPECIALTY – OBSTETRICS &amp; GYNAECOLOGY</u></b> <b><u>REF NO: GJGM58/2023 (X 5 POSTS)</u></b> Component: Nursing Management Services
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum Grade 2: R528 696 per annum
<b><u>CENTRE</u></b>	:	General Justice Gizenga Mpanza Regional Hospital
<b><u>REQUIREMENTS</u></b>	:	<b>Grade 1:</b> Diploma/ Degree in General Nursing and Midwifery. One year post basic qualification in Midwifery and Neonatal Nursing Science (Advanced Midwifery). A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and Midwifery. <b>Grade 2:</b> Diploma in General Nursing and Midwifery. One year post basic qualification in Midwifery and Neonatal Science (Advanced Midwifery). A minimum of fourteen (14) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least ten (10) years of the period referred to the above must be appropriate/recognizable experience in the Obstetric and Gynae specialty after obtaining the one (1) year post-basic qualification in Advanced Midwifery. Knowledge, Skills and Competencies: Knowledge of Nursing Care, Processes and Procedures, Nursing Statues and other relevant legal frameworks such as Nursing Acts, Health Act, Patient Rights Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Codes and Procedures in the Public Service. Leadership, organizational, decision making, problem solving and interpersonal skills within the limits of the Public Sector. Personal Attitudes, Responsiveness, Professionalism, Supportive, Assertive and must be a team player.
<b><u>DUTIES</u></b>	:	Provision of optimal, holistic specialized nursing care with set standards and within a Professional legal framework. 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. Implement activities aimed at the improvement of women's health. Ensure high quality nursing care is rendered to all clients accessing maternal services in the facility by considering CARMA objectives, ESMOE, KINC, Helping Babies Breath (HBB) and safe Caesarian checklist. Ensure that other antenatal care programmes i.e. BANC are implemented to enhance antenatal care to all pregnant women. Ensure implementation and integration of HAST programmes in O&G departments within the facility. Ensure accurate and proper record keeping for statistic purposes. Ensure adherence to the principles of IPC practices in the unit. Assess and identify the relationship between normal physiological and specific system alterations associated with problems, disorders and treatment in the pregnancy, labour, puerperium and neonates. Plan, implement, management and monitor according to identified problems. Implement plan of action in obstetric emergency situations according to protocols and guidelines. Evaluate the response to management. Participate in training, monitoring and research with a view to increasing the body of knowledge in the midwifery practice. Able to identify, report and assist doctors in the management of obstetrics emergencies. Ensure compliance to quality, IPC, Ideal Hospital realization and maintenance (IHRM) and Norms and Standards. Promote, instil and maintain discipline, professionalism and work ethics among employees. Manage the utilization and supervision of resources. Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. Maintain a constructive working relationship with multidisciplinary team members.
<b><u>ENQUIRIES</u></b>	:	Matron DS Khanyezi (Assistant Nurse Manager) Tel No: (032) 437 6382
<b><u>APPLICATIONS</u></b>	:	Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450.
<b><u>NOTE</u></b>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable at any government department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Only shortlisted candidates will be required to submit certified documents on or



before the day of the interview following communication from Human Resources. Faxed applications will not be considered. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

- CLOSING DATE** : 25 August 2023
- POST 27/214** : **CLINICAL NURSE PRACTITIONER (QUALITY ASSURANCE) REF NO: GTN 36/2023 (X1 POST)**
- SALARY** : Grade 1: R431 265 - R497 193 per annum  
Grade 2: R528 696 - R645 720 per annum  
Other Benefits: 13th Cheque, plus 12% Rural allowance, Medical aid (optional), Housing allowance
- CENTRE** : Greytown Hospital PHC Clinic
- REQUIREMENTS** : **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with SANC **Grade 2:** A minimum of fourteen (14) years recognizable nursing experience as a General Nurse of which at least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post –basic qualification in the relevant specialty. Senior Certificate /Grade 12. Diploma/ Degree in General Nursing Plus 1 year post basic qualification in Primary Health Care and Midwifery. Registration with SANC as a registered and Primary Health Care nurse. Current S.A.N.C receipt 2023. Appropriate/recognizable experience after registration as a Professional Nurse is recognized to determine the salary on appointment. Knowledge, skills, Training and Competences required. Knowledge of SANC rules and Regulations of Legislatives Framework and Department prescripts. Knowledge of National and Provincial Acts Policies. Basic financial management skills, sound management, negotiations problem solving and decision-making skills. Good communication skills both written and verbal. Provide mentoring and coaching skills. Display a concern for patient promoting and advocating and facilitating proper treatment and ensuring that the unit adheres to Batho Pele Principles.
- DUTIES** : Ensuring data management at all levels. Manage and supervise effective utilization of allocated resources. Demonstrate effective communication with health team, supervisors and other clinicians including report writing monthly and statistics as required. Able to plan and organise own work and that of support personnel to ensure good communication care. Provide quality comprehensive health care to the community. Provide educational services to staff and communities. Work as part of multidisciplinary team to ensure good health care at PHC setting in all health programmes including NGOs, CBOs and CHWs. Display concern for the community, promoting and advocating proper care including awareness and willingness to respond to community needs. Assist with performance reviews i.e. EPMDs. Motivate staff regarding development in order to increase level of expertise and assist the community to develop a sense of care. Ensure 24 hours health services to all community members.
- ENQUIRIES** : Ms. P.P.L Nkala Tel No: (033) 4139 400/410
- APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown, 3250.
- FOR ATTENTION** : Mrs Z.J Ngobe

<b><u>NOTE</u></b>	:	The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.
<b><u>CLOSING DATE</u></b>	:	21 August 2023
<b><u>POST 27/215</u></b>	:	<b><u>PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) REF NO: PN (GENETICS) 1/2023 (X1 POST)</u></b> Specialty: Advanced Midwifery and Neonatal Care/ Child Nursing Science Department: Nursing
<b><u>SALARY</u></b>	:	Grade 1: R431 265 per annum. Plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional. Grade 2: R528 696 per annum. Plus 13th cheque: Housing Allowance- Employee to meet prescribed requirements: Medical Aid: optional.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Inkosi Albert Luthuli Central Hospital Grade 12/Matric/Senior Certificate or equivalent qualification. Degree / Diploma in General Nursing and Midwifery. Certificate of registration with SANC as a Professional Nurse and midwife. One (1) year post basic qualification in Advanced Midwifery and Neonatal Nursing Science/Child Nursing Science, accredited by SANC. Proof of current registration with SANC as General Nurse and Midwife, Advanced Midwifery and Neonatal Nursing Science/Child Nursing Science will be requested only to the shortlisted candidates.. (SANC receipt 2023). Medical Genetics Education Programme (MGEP) will be an advantage. Certificate endorsed by HR Department. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Experience: <b>Grade 1:</b> A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. <b>Grade 2:</b> A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of Nursing legislation and related legal and ethical nursing practices. In –depth knowledge on procedures, policies, prescripts, related to nursing care in the Genetic Service. 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). Ability to plan and organise own work and that of support personnel to ensure proper nursing care. Skills: Leadership, organizational, decision-making, problem-solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients,

- professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards within professional/legal framework in Genetic Service at IALCH and KZN Province. Display concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements. Work as part of a multidisciplinary team to ensure good nursing care that is cost effective, equitable and efficient within the Genetic Service. Perform quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH and relevant prescripts in Genetic Service. Maintain professional growth/ethical standards and self-development. Provide a therapeutic environment for patient's staff and public. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and make me look like hospital project in the Genetic Service. Attend meetings, workshops and training as assigned by supervisor. Participate in quality cycles and quality improvement projects to improve patient outcomes. Be cognisant of measures to prevent patient safety incidents and litigation. Participate in staff development using EPMDS System and other work-related programs and training. Act as a shift leader when necessary or as delegated by supervisor. Ensure accurate and proper record keeping for statistical purposes.
- ENQUIRIES** : H Ndemera Tel No: (031) 240 1063, Assistant Manager Nursing
- 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 to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short-listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.
- CLOSING DATE** : 01 September 2023
- POST 27/216** : **PROFESSIONAL NURSE (SPECIALTY) GRADE1 OR 2 REF NO: SAP 23/2023 (X1 POST)**  
(Re-advertised)
- SALARY** : Grade 1: R431 265 - R497 193 per annum  
Grade 2: R528 696 - R645 720 per annum  
Other Benefits: Rural Allowance, 13th Cheque, medical Aid (must meet prescribed requirements)
- CENTRE** : St Apollinaris Hospital (Paediatric Ward)
- REQUIREMENTS** : Senior Certificate (Grade 12) or equivalent qualification PLUS; Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Diploma or Degree in General Nursing and Midwifery. A Post Basic Nursing qualification in Child Nursing Science with duration of at least one year accredited with SANC. Proof of Current registration with SANC as General Nurse, Midwifery and Child Nursing Science (2023), only shortlisted candidates will be requested to supply certified copies and proof of registration. Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted

candidates will be requested to supply certified copies and proof of registration. Experience: **Grade 1:** A minimum of four (4) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nurse with one year Post basic qualification in Child Nursing Science. **Grade 2:** A minimum of fourteen (14) years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing of which at least ten (10) years of the period referred to above must be appropriate or recognizable experience in Paediatric Ward after obtaining the 1 year post basic qualification in Child Nursing Science. Knowledge, Skills and Competencies Required: Demonstrate Effective Communication with Patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. A sound knowledge of the Provincial Health Act of 2000, Nursing Act, Occupational Health and Safety Act of 1995.

**DUTIES**

: Provide of holistic, specialized nursing care with set standard and within legal framework. Implement standard, practices, criteria and indicators for quality nursing (quality of practices). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain in a constructive working relationship with nursing and other stake holder. Utilize human, material and physical resources efficiency and effectively. Delegate duties and support staff in executing of patient care delivery. To do re-adjustment as required on shift to provide adequate nursing coverage. Assist in orientation and mentoring of all nursing staff and orientation of other staff. To assist in the planning and coordinating of training and promote leaning opportunity for all nursing categories. To maintain code of conduct for the public services and the professional body. To complete patient related data and partake in research. To do re-adjustment as required on shift to provide adequate nursing coverage. Assess suitability of equipment and consumable for specialized areas. Assist in relief duties of the supervisor. Act as junior shift leader on both day and night shift.

**ENQUIRIES APPLICATIONS**

: Ms NG Myeza Tel No: (039) 833 9001  
 : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za, or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.

**FOR ATTENTION NOTE**

: Human Resources Section  
 : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website www.kznhealth.gov.za and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC. "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims.

**CLOSING DATE**

: 25 August 2023

**POST 27/217** : **ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: AD: HRM WP&INF/2/2023**  
 Department: Workforce Planning & Information

**SALARY CENTRE REQUIREMENTS** : R424 104 per annum (Level 09), (all-inclusive salary package)  
 : Inkosi Albert Luthuli Central Hospital (IALCH)  
 : Senior Certificate / Grade 12. National Diploma / Degree as recognised by SAQA in Human Resource Management / Public Management / Administration / Human Sciences. Minimum of three (3) years supervisory experience in a Human Resource Department. NB: Proof of Current and Previous Experience (Certificate of service) stating the relevant experience endorsed and stamped by HR will be requested only to the shortlisted candidates. Other Requirements and Recommendations: Computer certificate: MS Software application i.e. MS Word, Excel, Power Point and Outlook (Certificates to be provided when shortlisted). Extensive knowledge of PERSAL System (Certificates to be provided when shortlisted). Knowledge, Skills, Training and Competencies Required: High level Computer literacy. Extensive knowledge of computerized personnel and salary systems (PERSAL), MS Packages and application thereof. Proficient in Microsoft applications, especially Excel. Sound management, organisation, and interpersonal and problem-solving skills. Sound analytical and interpretation skills. Good verbal and written communication skills. Knowledge of Financial management. Sound knowledge of HR prescripts, policies and procedures. Conflict resolution and negotiation skills. Self-confidence. Capacity to build and maintain work relationships. Good supervisory skills. Leadership and decision-making skills.

**DUTIES** : Manage Human Resource Planning and Information in order to ensure that a high quality of service is provided. Development of IALCH staff on all issues pertaining to human resource planning and information. Provide expert advice, guidance and direction to all staff with regard to human resource planning, all Human Resource related policies, procedures, and provide updated and current HR related information. Develop, review and report on the HR Plan for the hospital, inclusive of the Employment Equity Plan. Create and maintain both a current and planned establishment structure on SAP. Update the structure on SAP with all variations received from PERSAL. Assist line managers with establishment structure enquiries and post status. Ensure that all requests for the creation of posts on PERSAL are processed. Requesting, downloading and analyzing PERSAL Reports. Ensure that all requests for the evaluation of posts are forwarded for processing. Manage the electronic timekeeper system. Provide, interpret and report on statistics and information pertaining to workforce issues to Senior Management Team. Implement systems and processes to obtain relevant human resource information from other internal sources in order to compile reports and provide information. Implement systems and processes to ensure the integrity of information. Coordinate and monitor statistics related to Occupational Health Clinic and submission thereof.

**ENQUIRIES APPLICATIONS** : Ms. ET Mkhize Tel No: (031) 240 1080  
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 25 August 2023
- POST 27/218** : **ASSISTANT DIRECTOR: SYSTEMS REF NO: MS/26/2023**  
Re-advertisement
- SALARY** : R424 104 per annum. 13th Cheque Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
- CENTRE** : Mseleni District Hospital - (Kwa Zulu - Natal)
- REQUIREMENTS** : National Senior Certificate/ STD 10/Grade 12, Degree or National Diploma in Administration or Public Management, A minimum of 3-5 years supervisory experience in systems component. The following knowledge, skills, training and competencies required: Ability to multi-task and manage change, Policy formulation and analysis, Knowledge of Public Finance Management Act (PFMA) and Treasury Regulations, Develop policies and understanding HR practices and staff relations, Financial Management skills and Human resource management skills, Sound analytical skills, Decision making skills and Problem solving skills, Good Communication skills, Strong leadership.
- DUTIES** : Manage and co-ordinate the following areas to ensure optimal and cost effectiveness: Cleaning services, catering services, Maintenance services, Gardening services, Mortuary services, Laundry services, transport services , switchboard services and administrative services, Ensure compliance with Healthy and Safety and Disaster Management requirements by all staff members, Develop and Implement policies, Ensure effective co-ordination, management and quality of work of all the functional components of the systems department within the Hospital, Analyse alternatives for performing needed work including contracting out services and evaluate and recommends procedures / practices to improve operational efficiency, Ensure the effective, efficient and economical utilisation of resources allocated to the institution including the development of staff, Oversee the provisioning of all hotel services provided by private companies to ensure compliance with service level agreement.
- ENQUIRIES** : Mrs. TR Sibisi Tel No: (035) 574 1004
- APPLICATIONS** : Assistant Director: The Human Resources, Mseleni Hospital, P.O Sibhayi, 3967. Hand delivered applications may be submitted at Human Resources office, Mseleni Hospital.
- NOTE** : The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must be originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g Reference Number (MS/13/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).(The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post).
- CLOSING DATE** : 21 August 2023
- POST 27/219** : **ASSISTANT DIRECTOR: HRM REF NO: MOS/AD: HRM/02/2023 (X1 POST)**
- SALARY** : R424 104 - R508 692 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing/Home Owner's Allowance (Employee must meet the prescribed requirements).
- CENTRE** : Mosvold District Hospital
- REQUIREMENTS** : Senior certificate STD 10/ Grade 12. A Bachelor of Degree/ National Diploma in Human Resource Management/ Public Management/ Public Administration. At least 3-5 years appropriate experience at Supervisory level in HR

Component. Proof of previous current experience endorsed and stamped by Human Resource Department (Certificate of Service) (Only when shortlisted)  
 Recommendation: A valid EB (8) Driver's License. Computer literacy: Ms software application. PERSAL Certificates. Knowledge, Skills, Training and Competencies Required: Broad Knowledge and understanding of Human Resource Management. In depth knowledge of relevant acts, policies and regulations in HR Management. Sound communication, analytical and decision making and presentation skills. Good knowledge and understanding Of Employee Performance Management and Development System, Labour Relations Human Resource Development, Disciplinary and Grievance Procedures. Good leadership, coaching, mentoring and personal skills. Sound knowledge of PERSAL and Financial Management.

**DUTIES**

: Manage all human resource components i.e. HR Practices, HR Planning and Development, staff Relations and Employee Health & Wellness for the hospital in order to ensure that high quality of service is being provided. Promote sound Employer-Employee Relationship and minimize conflict within the institution. Develop and implement effective human resource policies within the guidelines set by the Provincial Department of Health. Ensure proper compilation of Workplace Skills Plan. Ensure proper implementation of EPMDs within the Hospital. Ensure that advertising, recruitment, appointments and transfers are in accordance with the laid down policies and procedures. Advise managers on all aspects of Human Resource Management, organizational and staffing structures and reporting arrangements. Oversee and deal with misconduct, discipline and grievance procedure in the hospital in terms of Labour Relations Acts. Ensure that EAP programmes are in place and Attend to all staff wellness and occupational health and safety of the institution. Develop Human Resource Plan and Equity Plan for the hospital and ensure that plans are put into actions. Ensure the effective, efficient and economical utilization of resources allocated to the institution including the development of staff. Provide regular inputs towards realization of ideal hospital concept and National Core Standard. Ensure functionality of HR Committees e.g. IMLC etc.

**ENQUIRIES  
APPLICATIONS**

: Dr B. Mung'omba - Chief Executive Office Tel No: (035) 591 0122, EXT 1003  
 : Should be forwarded to: The Chief Executive Officer, Mosvold Hospital Private Bag X2211, Ingwavuma, 3968 or Hand Deliver at Mosvold Hospital - Admin Block-Registry Department

**FOR ATTENTION  
NOTE**

: Dr. B. Mung'omba  
 : 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must bring an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications (Only when shortlisted). Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

**CLOSING DATE**

: 22 August 2023

**POST 27/220**

: **DIAGNOSTIC RADIOGRAPHER REF NO: SAP 22/2023 (X1 POST)**

**SALARY**

: Grade 1: R359 622 - R408 201 per annum  
 Grade 2: R420 015 - R477 771 per annum  
 Grade 3: R491 676 - R595 251 per annum

**CENTRE  
REQUIREMENTS**

Other Benefits: Rural Allowance, 13th Cheque, medical Aid must meet prescribed requirements)

: St Apollinaris Hospital  
: Senior Certificate (Grade 12) or equivalent qualification. Diploma or Degree in Diagnostic Radiography. Registration with the Health Professions Council of South Africa (HPCSA) as a diagnostic radiographer. Current registration with HPCSA for 2022/2023 as a radiographer (Independent Practice). Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration. Experience: **Grade 1:** No experience required after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One year experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to performed community service, as required for South Africa. **Grade 2:** minimum of 10 years' experience after registration HPCSA in the relevant profession in respect of RSA qualified employee who performed community service, as required in South Africa. Minimum of 11 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 3:** Minimum of 20 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 21 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. Knowledge, Skills and Competencies Required: Sound knowledge of diagnostic radiography procedures and equipment including CT and PACS/RIS applications. Good communication, interpersonal relations and problem-solving skills. Knowledge of radiation control regulations and safety measures. Ability to perform and record quality assurance tests as stipulated by the Radiation Control Directorate. Computer Literacy.

**DUTIES**

: Provide high quality diagnostic radiographic service observing safe radiation protection standards. Participate in after hours and standby duties which include night, weekends and Public Holidays. Provide assistance and training to junior staff and student radiographers. Promote good health practices and ensure optimal care of the patient. Perform reception and administrative duties as required. Participate in Quality Assurance and Quality improvement programs, in-service training, National Core Standards and Ideal Hospital Realisation. Maintenance Framework. Inspect and utilize equipment professionally to ensure that it complies with safety standards and ensure health and safety rules and regulations are adhered to.

**ENQUIRIES  
APPLICATIONS**

: should be directed to Dr NE Mancu Tel No: (039) 833 9001  
: Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, thulani.dlamini@kznhealth.gov.za, or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.

**FOR ATTENTION  
NOTE**

: Human Resources Section  
: Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of



employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims. 25 August 2023

**CLOSING DATE**

:

**POST 27/221**

:

**RADIOGRAPHER REF NO: RAD DIAG/2/2023 (X4 POSTS)**

Department: Diagnostic Imaging

**SALARY**

:

Grade 1: R359 622 per annum. Plus 13th cheque, Medical Aid - Optional & Housing Allowance: Employee must meet prescribed requirements.  
Grade 2: R420 015 per annum. Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirements.  
Grade 3: R491 676 per annum. Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirements.

**CENTRE**

:

**REQUIREMENTS**

:

Inkosi Albert Luthuli Central Hospital  
An appropriate three year National Diploma/Degree in Diagnostic Radiography. Current registration with the Health Professions Council of South Africa as a Diagnostic Radiographer (Independent Practice). Experience:  
**Grade 1:** No experience after registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer in respect of RSA qualified employees who performed Community Service as required in South Africa. Current Community Service Radiographers can apply provided they will be offered the post on submission of proof of registration with HPCSA as Diagnostic Radiographers (independent Practice). One year relevant experience after registration with the Health Professional Council of South Africa as a Diagnostic Radiographer in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Minimum 10 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer in respect of RSA qualified employees who performed Community Service as required in South Africa. Minimum 11 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer in respect of foreign qualified employees of whom it is not required to perform community service as required in South Africa. **Grade 3:** Minimum 20 year relevant experience after registration with the HPCSA as a Radiographer – Diagnostic Imaging in respect of RSA qualified employees who performed Community Service as required in South Africa. Minimum 21 years relevant experience after registration with the HPCSA as a Diagnostic Radiographer in respect of foreign qualified employees of whom it is not required to perform community service as required in South Africa. Knowledge, Skills Training and Competencies Required: Working knowledge of radiography principals, systems and procedures. Sound knowledge of radiation safety regulations. Sound knowledge of diagnostic radiography equipment and protocols. Knowledge of relevant Public Service policies, acts and regulations. Knowledge of HR related policies and procedures. Knowledge of relevant Health and Safety regulations. Good communication and sound interpersonal skills.

**DUTIES**

:

Perform clinical radiographic duties in a completely digital radiology department that offers a 24 hour radiology service whilst adhering to the departmental policies & procedures. Perform imaging examinations whilst adhering to radiography protocols, practices, and techniques. Participate in the radiation protection and quality assurance program while adhering to the safety protocols and quality standards in compliance with the Department of Health policies and procedures. Required to produce good quality images in all diagnostic modalities which include CT scanning. Perform overtime duties as required.

**ENQUIRIES**

:

**APPLICATIONS**

:

Mrs B V Mfeka Tel No: (031) 240 1950  
All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

**NOTE**

:

An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. 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 APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. 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. Please note that due to financial constraints, there will be no payment of S&T claims.

- CLOSING DATE** : 01 September 2023
- POST 27/222** : **DIAGNOSTIC RADIOGRAPHER GRADE 1 REF NO: UNTU 32/2023 (X1 POST)**  
Component: X-Ray
- SALARY** : R359 622 - R408 201 per annum. Other Benefits: 13<sup>th</sup> Cheque / Service Bonus, Medical Aid (Optional) Home Owner's Allowance (Employee must meet the prescribed 12% Rural Allowance
- CENTRE REQUIREMENTS** : Untunjambili Hospital  
: Senior certificate / Grade 12. National Diploma / Degree in Radiographer (Diagnostic Radiographer). Appropriate qualification that allows registration with HPCSA as diagnostic Radiographer. No experience required. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Knowledge, Skills, Attributes and Abilities: Sound knowledge of Diagnostic Radiography procedures Computer Skills. Sound knowledge of radiography techniques and views. Knowledge of quality assurance tests. Knowledge of radiation control and safety regulation. Sound communication and problem solving skills. Good Interpersonal skills. Knowledge of relevant Health and Safety Acts. Willingness to work weekends, public holidays and overtime.
- DUTIES** : To provide good quality radiographic diagnostic services. Practise Occupational Health and Safety, Infection control and Radiation control. Strengthen record keeping and data collection. Promote Batho Pele principles in execution of duties for effective service delivery. Perform quality assurance tests. Participate in policy development. Execute all clinical procedures completely to avoid complications. Implement Core standards in execution of duties for effective service delivery. Participate in quality assurance and quality improvement programs. To provide 24 hours service. Give factual information to patients and clients on Radiography. Compile reports as required in the working environment. Educate patients on their conditions whilst ensuring that patient's rights are upheld. Contribute to overall work processes in the component.
- ENQUIRIES APPLICATIONS** : Dr A Subrati Tel No: (033) 444 1707  
: Should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or Courier your application.
- NOTE** : Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands.

Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

- CLOSING DATE** : 21 August 2023
- POST 27/223** : **DENTAL THERAPIST REF NO: ITSH 26/2023 (X1 POST)**  
Component: Dental Department
- SALARY** : Grade 1: R359 622 per annum  
Grade 2: R420 015 per annum  
Grade 3: R491 676 per annum  
Other Benefits: 13th Cheque, medical Aid (Optional), Homeowner's allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Itshelejuba District Hospital  
: Senior Certificate (Grade 12) or equivalent qualification PLUS; Bachelor of Dental Therapy Plus, Certificate/s of Registration with the HPCSA PLUS; Current registration with HPCSA (2023). Experience: **Grade 1:** No Experience Required, **Grade 2:** Bachelor of Dental Therapy and a certificate of Registration with the HPCSA Plus 10 year's appropriate experience after registration as a Dental Therapist, **Grade 3:** Bachelor of Dental Therapy and a certificate of Registration with the HPCSA Plus, 20 year's appropriate experience after registration as a Dental Therapist Knowledge, Skills and Competencies Required: Knowledge and understanding of the legislative prescript governing the Public Service, Ability to communicate effectively with all levels of staff and the public, Computer literacy, Ability to work under pressure, Presentation, planning and organizing skills, Ability to manage conflict and apply discipline, Decision making and problem-solving skills.
- DUTIES** : Render clinical dental services within the Institution, including travelling to the Clinics, Ensure appropriate management and treatment of dental patients, Render quality oral health care to patients (whole spectrum: extractions, restorative care, preventative care, pathology, infection control, waste management, etc.), Ensure appropriate referral system of patients, Provide and assure quality health care and information management including, generation, collection, Conduct oral health education to patients and identified groups (e.g., Wards, Interdepartmental training, school children, clinics, etc.), Participate in oral health month activities (i.e., screening, health talks, etc.), Conduct service need index screening at schools (OHI/OHE, Fluoride, referrals) Carry out any clinical duties as allocated by the clinical supervisor.
- ENQUIRIES APPLICATIONS** : All enquiries should be directed to Dr SF Simelane Tel No: (034) 413 4000  
: All applications must be addressed to Itshelejuba Hospital, Private Bag X0047, Pongola, 3170 or hand delivered to Human Resource Office. NB: Due to delays at Post Office applicants are encouraged to hand deliver or courier the applications.
- NOTE** : Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –[www.kznhealth.gov.za](http://www.kznhealth.gov.za) must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z83. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. 2. The reference number must be indicated in the column provided on z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security

clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

**CLOSING DATE**

: 28 August 2023

**POST 27/224**

: **ENVIRONMENTAL HEALTH PRACTITIONER REF NO: ITSH 27/2023 (X1 POST)**

Component: Systems

**SALARY**

: R359 622 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional, Housing Allowance, (Employee Must Meet Prescribed Requirements)

**CENTRE**

: Itshelejuba District Hospital

**REQUIREMENTS**

: Grade 12, Degree / National Diploma in Environmental Health, current registration with HPCSA as an Environmental Health Practitioner, Valid Driver's license. Knowledge, Skills Training and Competencies Required: Technical and practical knowledge of Environmental Health, In depth knowledge on Health care waste management, In Depth knowledge of Health Care Risk Management, In-depth knowledge of legislative and policy framework in area of operation, Computer literacy, Innovative skills, Analytical, negotiation and communication skills.

**DUTIES**

: Manage health care waste for the entire Hospital and clinics including EMS base and medico –legal mortuaries, Ensure the implementation of all waste management principles, policies, legislation and standards. Develop and ensure the implementation of institutional waste management of institutional waste management plan and monitor and evaluate its implementation, Oversee and train staff involved in waste management activities, Manage health care waste (including its budget) for the entire catchment of the facility including clinics, Ensure that all Health Care Risk Waste is weighed and recorded before removal and ensure that all HCRW has a tracking system, Keep proper records and a waste manifest for all HCRW streams, Establish and coordinate all activities of all institutional waste management committee including implementing committee resolution and liaise with the institutional management and district office on all such activities, Report to institutional management and district management on the status of HRCW management, Ensure the implementation of all waste management principles, policies, legislation and standards and enforce compliance to all HCRW norms and standards., Develop and ensure the implementation of institutional waste management plan and monitor and evaluate its implementation. Submit waste management plans to institutional/district management for approval. Identify training needs and conduct trainings/in-service training as required and oversee the training of all staff involved in waste management activities.

**ENQUIRIES**

: All enquiries should be directed to Ms. KM Hadebe Tel No: (034) 413 4000

**APPLICATIONS**

: All applications must be addressed to Itshelejuba Hospital Private Bag X0047, Pongola, 3170 or hand delivered to Human Resource Office. NB: Due to delays at Post Office applicants are encouraged to hand deliver or courier the applications.

**NOTE**

: Applications must be submitted on the new Application for Employment Form (Form Z.83), which is obtainable at any Government Department or from the website –www.kznhealth.gov.za must be accurately completed and signed. Reference Number must be indicated in the column provided on the form Z.83. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to comply with the above instructions will disqualify the applicants. The reference number must be indicated in the column provided on Z83. E.g. Reference number (ITSH 01/2021). Please note that due to large number of applications received, applications will not be acknowledged, however, only the shortlisted applications will be advised of the outcome. If you have not heard from us two months after closing date, please consider your application as being unsuccessful. The appointments are subject to positive outcome obtained from the NIA to the employment verification following checks (security clearance, credit records, qualifications, citizenship, and previous experience employment verifications). Please note that candidates will not be reimbursed for S&T claims for attending interviews. Failure to comply will result in the application not being considered. Person with disabilities should feel free to apply for the post.

**CLOSING DATE** : 28 August 2023

**POST 27/225** : **DISPENSING OPTICIAN GRADE 1 REF NO: MPEH/DO/10/2023**  
Component: Optical laboratories

**SALARY** : R359 622 per annum. Other Benefits: 13th cheque, Medical Aid (Optional)  
Homeowners Allowance (Employee must meet prescribed requirements)

**CENTRE** : McCord Provincial Eye Hospital

**REQUIREMENTS** : Senior Certificate/Grade 12 Certificate, National Diploma /Bachelor's Degree in Opticianry / Diploma in Opticianry as Recognized by SAQA, 2 years administrative /supervisory experience Recommendations Code 8 Drivers License Computer literacy Knowledge, Skills And Competencies Required: Sound knowledge and understanding of Health Professions Act, 1974 (Act No. 56 of 1974) Good verbal and communication skills Have interpersonal skills; Be patient and tactful Mechanical and technical aptitude; Finger dexterity and a steady hand; Good eye-hand coordination; Good eyesight.

**DUTIES** : Make spectacle lenses the right shape for the frame and fitting them into the frame Assemble and test the instrument or pair of spectacles Finish spectacles lenses Clean and maintain equipment's and machinery Ability to perform all dispensing procedures and duties effectively and efficiently. To carry out blocking, mounting, cutting and edging as well glazing spectacles, minimum 11 lenses per person per hour, breakage maintenance of less than 1.1% To support other functions within the Optical Lab Department. Performance of ocular measurements for the purpose of lens centration (vertical, horizontal, binocular & monocular). Performance of facial/head measurements for the purpose of correct frame selection and fitting. Assessment of vertical distance and panoptic angle fitting. Analysis of the prescription for the most appropriate lens and frame selection for the purposes of prescribing the optimum lens/frame. Knowledge of quality assurance including levels of lens tolerances in order to meet clinical standards. To verify that finished lenses are ground to specifications. To effectively manage stock control in the laboratory and storeroom. To provide weekly and monthly stock statistics. To enter the figures of the stock dispensed in the computer daily. To ensure that adequate stock is available in the laboratory and is locked away all the time. Manage the eye clinic laboratory assets through regular updated asset lists. To keep abreast of new developments in the field of Optician clinical training and requirements so as to continuously improve performance in the Department.

**ENQUIRIES** : Dr.SR Naidoo Tel No: (031) 268 5701

**APPLICATIONS** : All applicants should be forwarded to: The Acting Chief Executive Officer, McCord Provincial Eye Hospital, PO Box 37587, Overport, 4067. "Applicants are encouraged to apply for posts through the online e-Recruitment system at [www.kznonline.gov.za/kznjobs](http://www.kznonline.gov.za/kznjobs). Applicants can submit their Z83 and CV directly to the following email address [dept/entity to insert relevant dedicated HR Recruitment email address]. 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](http://www.kznonline.gov.za/kznjobs)."

**FOR ATTENTION** : HR Department

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

**CLOSING DATE** : 25 August 2023

**POST 27/226** : **OCCUPATIONAL THERAPIST (GRADE 1, 2&3) REF NO: GTN 37/2023 (X1 POST)**  
Component: Medical

**SALARY** : Grade 1: R359 622 – R408 201 per annum  
Grade 2: R420 015 – R477 771 per annum  
Grade 3: R491 676 – R595 251 per annum  
Other benefits: Medical Aid-Optional, Housing allowance –employee must meet prescribed requirements, 13th cheque and 17% rural allowance.

**CENTRE REQUIREMENTS** : Greytown Hospital  
: Grade 12 /National Senior Certificate. Appropriate qualification with HPCSA as Occupational Therapist. Registration with HPCSA for 2023. Current/previous work experience endorsed and stamped by the employer(s). **Grade 1:** No experience. **Grade 2:** A minimum of 10 years appropriate / recognizable experience after registration as Occupational Therapist with the HPCSA. **Grade 3:** A minimum of 20 years appropriate / recognizable experience after registration as Occupational Therapist with the HPCSA. Knowledge, skills, Training and Competences required. Good interpersonal skills. Report writing skills. Knowledge of Departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to resolve problems and apply analytical processes to patient care.

**DUTIES** : Ensure high quality rehabilitation services. Prepare report and monthly statistics and required by the supervisor. Ensure all basic and necessary equipment and material needed for the department to run are ordered as per department needs. Attend all clinics as per departmental roster. Ensure proper Implementation of treatment protocol and guideline. Ensure department is well is well managed in terms of administrative and functionality. Assist in drafting departmental policies and protocols and also presenting it to the policy committee. Provide effective, comprehensive assessment treatment and general Occupational therapy service to all patients. Sound knowledge of physical and psychological assessment and management of patients.

**ENQUIRIES APPLICATIONS** : Dr JB Twayigira Tel No: (033) 4139 430  
: Applications forwarded to: Human Resource Manager, Private Bag X5562, Greytown,3250.

**FOR ATTENTION NOTE** : Mrs Z.J Ngobe  
: The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za. The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV) The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023 NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.

**CLOSING DATE** : 21 August 2023

**POST 27/227** : **OPTOMETRIST REF NO: DANHC 13/2023 (X1 POST)**

**SALARY** : Grade 1: R359 622 – R408 201 per annum  
Grade 2: R420 015 – R477 771 per annum  
Grade 3: R491 676 – R595 251 per annum

**CENTRE REQUIREMENTS**

Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements.

Dannhauser CHC

**Grade 1:** Experience: No experience after registration with HPCSA in respect of RSA qualified employees who performed community service or a minimum of 1 year appropriate /recognisable experience after registration as an Optometrist with HPCSA in respect of foreign qualified Optometrist. **Grade 2:** Experience: Minimum of 10 years appropriate /recognisable experience after registration as an Optometrist with HPCSA or Minimum of 11 years appropriate /recognisable experience after registration as an Optometrist with HPCSA in respect of foreign qualified Optometrist. **Grade 3:** Experience: Minimum of 20 years appropriate /recognisable experience after registration as an Optometrist with HPCSA or Minimum of 21 years appropriate /recognisable experience after registration as an Optometrist with HPCSA in respect of foreign qualified Optometrist. Grade 12(Senior Certificate), Bachelor's Degree as Optometrist. Current registration with HPCSA as an Optometrist. Knowledge, Skills, Training and Competencies required for the post: A sound knowledge of clinical theory, practice and ethics relating to the delivery of optometry services within a clinic and district hospital. Ability to work in a multidisciplinary team. Knowledge of optimal use of equipment and resources. Knowledge of relevant health and safety policies, regulations and acts. Sound communication, interpersonal, problem solving, teaching and training skills. High level of accuracy.

**DUTIES**

Exercise clinical responsibility to ensure optimal service delivery. Provide clinical intervention and issue assistive devices. Ensure execution of appropriate treatment and provide visual counselling. Refer patients requiring more specialised eye care to specific institutions for further management. Maintain accurate patient medical records and compile daily statistics. Function with a multi-disciplinary team and link with external service providers, NGO's and organisations for persons with disabilities, in order to provide comprehensive holistic care. Assist with management of the department, which includes maintenance of equipment and ordering of materials in a cost effective manner. Be involved in community outreach programmes. Provide education and preventative methods to the community and to patients attending hospital and attached clinics. Participate in clinical audits and quality improvement programmes. Ensure rational visits to attach clinics to provide optometry services. Supervise and assist junior staff.

**ENQUIRIES APPLICATIONS**

Dr F.P. Mtshali Tel No: (034) 621 6217

All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080.

**FOR ATTENTION NOTE**

Mrs DBP Buthelezi

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. Faxed and e-mailed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.

**CLOSING DATE**

25 August 2023

**POST 27/228**

**SENIOR HR PRACTITIONER: LABOUR RELATIONS REF NO: VRH 7/2023 (X1 POST)**

Component: Human Resource Management  
Re-advertised

**SALARY**

R359 517 – R420 402 per annum. Benefits: 13th Cheque, Home owner allowance and Medical Aid (Employee must meet prescribed conditions)

**CENTRE**

Vryheid District Hospital

<b><u>REQUIREMENTS</u></b>	:	Senior Certificate / Standard 10/ Grade 12, an appropriate Degree/Diploma in Human Science/Human Resource Management/Public Management, 3 - 5 years' experience in Staff / Labour Relations Component Recommendations: Valid Driver's license (code B or above), PERSAL Certificate NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge/Skills/Competencies Required Broad knowledge and understanding of Human Resource Management Legislations i.e. Labour; Relations Act, Basic Condition of Employment Act, Grievance and Disciplinary ETC. Problem Solving Skill, Decision Making, Human Relations and Communication Skills; Investigation and Presiding Skills; Broad Knowledge of PERSAL System.
<b><u>DUTIES</u></b>	:	Manage the functioning of staff Relations Section in order to ensure the provision of high quality service, Promote and maintain sound staff relations within the institution and ensure adherence to Labour Relations Act, Basic Condition of Employment Act and other related legislative prescript. Attend all Grievance, Disciplinary and Misconduct cases in terms of laid down policies and procedures, Prepare reports for Staff Relations issues, Promote orderly collective bargaining within the Institution; Investigate and preside when need arises, Collect and analyse statistic in respect of Labour Related matters; Provide efficient conflict management resolution, Approval of transactions on PERSAL, Conduct orientation/induction to staff on Labour relations matters, Capture transactions on PERSAL, Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of ,technical services according to organizational needs and requirements. Supervise subordinates' key performance areas by setting monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.
<b><u>ENQUIRIES</u></b>	:	Mr S.P. Nene Tel No: (034) 982 2111, Ext 5914
<b><u>APPLICATIONS</u></b>	:	All applications should be posted to: The Human Resource Management, Vryheid District Hospital, Private Bag X9371, Vryheid, 3100.
<b><u>FOR ATTENTION</u></b>	:	Mr SP Nene
<b><u>NOTE</u></b>	:	The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> .The application form (Z83) must be completed in full and accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. African Males are encouraged to apply due to employment equity target. Please note that due to financial constraint no resettlement fees will be considered for payment to the candidates who are offered the positions.
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/229</u></b>	:	<b><u>PUBLIC RELATIONS OFFICER REF NO: EKO/PRO/01/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R359 517 – R420 402 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements).
<b><u>CENTRE</u></b>	:	Ekombe Hospital
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate (Grade 12) or Equivalent qualification plus National Diploma in Public relations management (NQF Level 6) or Communications Science {NQF Level 6}. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (Only when shortlisted). Recommendation: Computer Literacy: Microsoft Office software



application. 2 years recognizable experience in Public relations Environment. Possession of driver's license Code 8 {B} or Code 10(C1). Knowledge, Skills, Training and Competencies Required: Excellent communication skills both orally and written, Excellent Interpersonal skills, Computer skills, Presentation skills and problem-solving skills, planning and decision making skills, Diversity management skills, Ability to plan and prioritize effectively and accordingly, Honesty and Integrity and client orientation and Customer focus.

**DUTIES** : Assist with coordination of facility events and promotes patients rights. Ensure effective management of information internal and external communication within the hospital. Participate in quality assurance programs for publications purpose as per departmental requirements in line with health calendar activity. Monitor adherence in the proper management of patient complaints compliments and suggestions. Strengthen relations links between the facilities, internal and external stakeholders. Uphold corporate image of the Institution. Ensure the implementation of Department media policy and Batho Pele Principles within the Institution. Strengthen relations link between facilities, internal and external stakeholders. Assist with coordination of events and promote patients' rights.

**ENQUIRIES** : Dr BP. Zungu (Chief Executive Officer Tel No: (035) 834 8000, Ext 8004

**APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.

**FOR ATTENTION** : MR. SS. Langa

**NOTE** : 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T claims will not be considered.

**CLOSING DATE** : 22 August 2023

**POST 27/230** : **ENVIRONMENT HEALTH PRACTITIONER REF NO: EKO/EHP/01/2023 (X1 POST)**

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

**CENTRE** : Ekombe Hospital

**REQUIREMENTS** : Senior Certificate / Grade 12 or equivalent. Degree/ Diploma in Environmental Health. Current registration with HPCSA as an Environmental Health Practitioner/ or any relative regulatory body. A valid code EB Drivers License. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (Only when shortlisted) Recommendation Computer literacy in MS Word package. Drivers licence Knowledge, Skills, Training and Competencies Required: Occupational Health and Safety Act KwaZulu –Natal Health Act. National Health Act. Batho Pele. Problem solving and analysing and conflict management. Computer skills, Communication and Customer Focus and Responsiveness. Planning and organizing and inter- relations skills. Possess technical and practical knowledge on Environmental Health. Possess in –depth knowledge on healthcare waste management. Possess in depth knowledge of legislative and

**DUTIES**

: policy framework informing the area of operation. Possess good analytical, negotiation, listening, planning and organizing. Possess good verbal and written communication skills. Possess good training skills.  
: Manage health care waste (including its budget) for the entire catchment of the facility including clinics. Ensure that all HCRW is weighed and recorded before removal and ensure that all HCRW has tracking system. Keep proper records and waste manifest for all HCRW streams. Establish and coordinate all activities of all institutional waste management committee including implementation of all waste management principal, policies, legislation and standards and enforce compliance to all HCRW norms and standards. Develop and ensure the implementation of institutional waste management plan and monitor and evaluate its implementation. Submit waste management plans to institutional/ district management for approval. Identify training needs and conduct trainings/ in-service training as required and oversee the training of all staff involved in waste management activities.

**ENQUIRIES**

: Mr. SJV. Sikhakhane (Assistant Director: Facilities) Tel No: (035) 834 8000, Ext 8006

**APPLICATIONS**

: Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.

**FOR ATTENTION  
NOTE**

: Mr. SS. Langa  
: 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the. South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof (only those that are shortlisted). 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

**CLOSING DATE**

: 22 August 2023

**POST 27/231**

: **ARTISAN FOREMAN: ELECTRICIAN REF NO: EKO/AFE/01/2023 (X1 POST)**

**SALARY**

: R344 811 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements).

**CENTER**

: Ekombe Hospital

**REQUIREMENTS**

: Standard 10 (Grade 12) or equivalent. Appropriate Trade Test Certificate in terms of section 13(2) (h) of the Manpower Act of 1981 as amended. Artisan **Grade A:** At least 5 years post qualification experience as an Artisan in an appropriate field. Artisan **Grade B:** At least 14 years appropriate/ recognizable experience in an area after obtaining the relevant trade certificate. Valid driver's license. Certificate of service from the Human Resource. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (Only when shortlisted). Recommendation: Computer literacy in MS Word package Knowledge, Skills, Training and Competencies Required: Technical analysis knowledge. Computer- aided technical applications. Knowledge of legal compliance. Technical report writing. Production, process knowledge and skills. Problem solving and analysis. Decision making. Analytical skills. Customer focus and responsiveness. Communication. Computer skills. Planning and organizing.

**DUTIES**

: Perform operational and maintenance functions within the institution and designated clinics. Assume overall responsibility for ensuring that unplanned

maintenance and repairs is carried out timeously. Compile reports and motivations for new work, personnel, services etc. and for the improvement of existing service. Undertake technical and other such investigations as required by the Artisan Foreman/ Maintenance Manager. Assume overall control and responsibility for the supervision and guidance of all subordinates in the Electrical Division. Be responsible to ensure cleaning of workplace/ workshop is carried out properly. Exercise control of Tradesman Aid and Handyman. Exercise control over equipment/ tools and keep them in good working. Keep up to date and current equipment register. Be responsible for materials issued and completing of jobs. Always adhere to safe working practice (in according to the Occupational Health and Safety Act 85/ 1993). Attend safety and practical orientated training courses and lectures. To perform standby duties and after hours calls outs, these duties at times can include the duties associated with other trades such as the fitter, plumber and carpenter. Working overtime with remuneration when considered and with the approval of the Maintenance Supervisor. Be prepared to visit Primary Health Care clinics to perform maintenance duties when required.

- ENQUIRIES** : Mr. SJV. Sikhakhane (Assistant Director: Facilities) Tel No: (035) 834 8000, Ext 8006
- APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.
- FOR ATTENTION** : Mr. SS. Langa
- NOTE** : The most recent Z83 application form for employment which is obtainable at any Government Department or the website: [www.kznhealth.gov.za](http://www.kznhealth.gov.za), The Z83 form must be completed in full, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T claims will not be considered.
- CLOSING DATE** : 22 August 2023
- POST 27/232** : **SOCIAL WORKER (GRADE 1, 2 & 3) REF NO: SAP 20/2023 (X1 POST)**
- SALARY** : Grade 1: R294 411 - R338 712 per annum  
Grade 2: R359 520 - R410 289 per annum  
Grade 3: R432 348 - R500 715 per annum  
Other Benefits: 13th Cheque, medical Aid must meet prescribed requirements)
- CENTRE** : St Apollinaris Hospital
- REQUIREMENTS** : **Grade 1:** Standard 10/Grade12 Certificate Plus; Bachelor of Social Work that allows professional registration with the South African Council for Social Service Profession (SACSSP)Current Registration with the SACSSP as a Social Worker. A valid Driver's licence. **Grade 2:** Standard 10/Grade12 Certificate Plus; Bachelor of Social Work that allows professional registration with the South African Council for Social Service Profession (SACSSP). Current Registration with the SACSSP as a Social Worker. A minimum of 10 years' experience in Social Work after registration as a Social Worker with the SACSSP. A valid Driver's licence. **Grade 3:** Standard 10/Grade12 Certificate PLUS; Bachelor of Social Work that allows professional registration with the South African Council for Social Service Profession (SACSSP). Current Registration with the SACSSP as a Social Worker. A minimum of 20 years' experience in Social Work after registration as a Social Worker with the

SACSSP. A valid Driver's license. Educational qualifications, certificates of service and registration certificates need not be submitted as only shortlisted candidates will be requested to supply certified copies and proof of registration. Knowledge, Skills and Competencies Required: Applicable legislation and policy mandates and the ability to interpret and implement them. Understanding social work values and the principles. Planning and organizing, communication, problem solving and teamwork and collaboration. Computer literacy. Financial and asset management. A creative mind set and willingness to learn.

**DUTIES** : Establish social work services and network for the Institution and maintain communication with stakeholders. Ensure that social work service with regard to the care, support and protection of individuals, groups, families through relevant programmes is rendered. Keep up to date with new developments in the social work field. Undertake social work research and development and contribute to the development of policies. Render a holistic social work services to individual groups and community using all methods of social work practices. Monitor and evaluate the effectiveness of recommended interventions, reports on progress and identify. Further amended interventions to address identified conditions. Liaise / attend meetings with other departments and non-governmental institutions to take cognizance of the latest developments in the relevant fields. Produce and maintain qualitative and quantitative records of social work interventions processes and Outcomes. Implement social welfare programme in accordance with the need of the community and Government priorities. Supervise all administrative functions required in the unit and undertake the higher level of administrative functions.

**ENQUIRIES** : Dr NE Manci Tel No: (039) 833 9001  
**APPLICATIONS** : Direct your application quoting the relevant reference number to: The Assistant Director, St. Apollinaris Hospital, [thulani.dlamini@kznhealth.gov.za](mailto:thulani.dlamini@kznhealth.gov.za), or to be Hand delivered to Human Resource Section (St Apollinaris Hospital) Creighton on or before the closing date before 16:00.

**FOR ATTENTION** : Human Resources Section  
**NOTE** : Applications should be submitted on form Z83 obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and should be accompanied by a CV (experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualifications and other relevant documents on application, certified copies of qualifications and other relevant documents will be requested only to shortlisted candidates before or on the day of the interview. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application only when a candidate is shortlisted. Failure to comply will result in the application not being considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. The Department reserves the right not to fill the post after advertisement. Applicants are respectfully informed that correspondence will be limited to shortlisted candidates only. The appointments are subject to positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). "People with disabilities should feel free to apply". The target group in terms of employment equity for posts advertised is African males. The Department will not be liable where applicants use incorrect/no reference numbers on their applications. Short-listed candidates will not be compensated for S & T claims. 25 August 2023

**CLOSING DATE** : 25 August 2023

**POST 27/233** : **HUMAN RESOURCE OFFICER SUPERVISOR REF NO: EKO/HROS/01/2023 (X1 POST)**

**SALARY** : R294 321 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements).

**CENTRE** : Ekombe Hospital  
**REQUIREMENTS** : Matric / Grade 12. Minimum of 3- 5 years' experience in Human Resource Department (Practices). Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (submitted only when shortlisted). Recommendation: Computer literacy in MS Word package. Drivers licence. Knowledge, Skills, Training and Competencies Required: Legislative framework governing the Public Service. Knowledge of

**DUTIES**

health and public service legislation, regulations and policies. Understanding of work in Registry. Planning and Organizing. Good Communication skills, written and spoken. Computer skills inclusive PERSAL system.

: Manage day to day functioning of HR practices section and ensure high quality of service is being provided. Implement policies and procedures relating to Human Resources. Responsible for all Human Resource Practices such as Advertisement, appointments, retirements and resignation procedures, staff establishment, housing scheme, allowances, Transfers, deductions and leave management. Assist with orientation and induction of staff in HR Practices. Manage performance management and Development for HR Officers. Implement conditions of services and service benefits (leave, housing, medical, injury on duty, long Service Recognition, Overtime, Relocation, Pension, allowances and PILIR. Approval of transactions on PERSAL timeously. Ensure effective utilization of resources in Human Resource Component. Assist with Human Resource management activities as assigned by Assistant Director: HRM Ensure that all complaints and Patient Safety Incidents are dealt with in accordance with legislation.

**ENQUIRIES  
APPLICATIONS**

: Mr. SS. Langa (Assistant Director: HRM) Tel No: (035) 834 8000, Ext 8002  
: Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.

**FOR ATTENTION  
NOTE**

: Mr. SS. Langa  
: 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will result to your application being disqualified. Due to financial constraints S&T Claims will not be considered.

**CLOSING DATE**

: 22 August 2023

**POST 27/234**

: **ADMINISTRATIVE CLERK SUPERVISOR (GENERAL PATIENT  
ADMINISTRATION REF NO: EKO/ACS- PA /01/2023 (X1 POST)**

**SALARY**

: R294 321 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing Allowance (Employee must meet the prescribed requirements).

**CENTRE**

: Ekombe Hospital

**REQUIREMENTS**

: Matric / Grade 12. Minimum of 3- 5 years experience in administrative experience in patient records administration of health facility. Proof of previous and current experience endorsed and stamped by Human Resource Department (Certificate of Service) (Only when shortlisted) Recommendation Computer literacy in MS Word package. Driver's licence (Code 08) Knowledge, Skills, Training and Competencies Required: Knowledge of the functions and regulations applicable to patient administration management. Applicable Public Service Policies, legislations and procedures including but not limited to Batho Pele Principles, Labour Relations Act, Public Service Act, Public Service Regulations, Basic Conditions of Employment Act and Public Finance Management Act. Be Computer literate with proficiency in MS word, Excel, Outlook and PowerPoint applications. Information and record management, including collection and dissemination of data/ statistics. Have Report writing skills. Have written communication, verbal and non-verbal skills. Have good financial management, time management and organizational skills. Excellent

analytical and problem-solving skills. Knowledge of the office procedures, patient administration practices, report writing and staff supervision. Have good telephone etiquette skill. Have sound organizational skills and ability to act with tact and discretion. Have a high level of reliability and ability to priorities issues and other work-related matters. Be able to work independently and adhere to time frames. Be willing to work extra hours and be prepared to do relief duties where necessary.

**DUTIES** : Ensure maintenance, storing and retrieval of all manual and electronic medical records within the facility's patients records department in accordance with applicable policies and procedures. Ensure effective and efficient Porter message services. Design and ensure implementation of records retention and disposal schedules, also give advice on policies and records classification. Facilitate the development of the structure of health information management system that is easily accessible, organized, protect patients confidentiality and complaint to policy directives and procedures. Effectively manage all resources allocated to the component. Compile policies and procedures for patient records management in a health facility. Ensure patients information is maintained, stored and properly managed to enable the efficient retrieval and filing thereof. Ensure the collection and verification of patient related information/ statistics and the development of reports in support of accurate and timeous management reporting processes. Ensure revenue generation as per fees manual. Manage human resources by ensuring staff supervision, conduct employee's performance reviews and labour relations and compile reports. Ensure proper management of MVA Patients files and submission of claims to utilising relevant MVA hotline summary sheet.

**ENQUIRIES** : Mr. SJV. Sikhakhane (Assistant Director: Facilities) Tel No: (035) 834 8000, Ext 8006)

**APPLICATIONS** : Should be forwarded to: The Assistant Director: HRM, Ekombe Hospital, Private Bag X203, Kranskop, 3268.

**FOR ATTENTION NOTE** : Mr. SS. Langa  
 : 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, failure to do may result in may result in disqualification. Detailed Curriculum Vitae (CV), Information such as Education qualification, 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. The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. MOS/01/22. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after closing date, they must accept that their applications were unsuccessful. Shortlisted applicants in possession of a foreign qualification must attach an evaluation/verification certificate from the South African Qualifications Authority (SAQA) or other regulating bodies to their applications. Non- RSA Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof {only those that are shortlisted}. 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 representatively in all levels of all occupational categories in the Department. The appointment is subject to positive outcome obtained from the NIA to the following checks security clearance, credit records, qualification, citizenship and previous experience verifications. Failure to comply with the above instructions will results to your application being disqualified. Due to financial constraints S&T claims will not be considered.

**CLOSING DATE** : 22 August 2023

**POST 27/235** : **HUMAN RESOURCE PRACTITIONER (LABOUR RELATIONS) REF NO: DANCHC 12/2023 (X1 POST)**

**SALARY** : R294 321 – R343 815 per annum. Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements.

**CENTRE REQUIREMENTS** : Dannhauser CHC  
 : Experience: A minimum of 3-5 years appropriate /recognisable experience in labour relations Grade 12(Senior Certificate), Degree/ National Diploma in Human Resource Management/ Public Management/ Labour Relations. PERSAL Certificates. Knowledge, Skills, Training and Competencies Required for the post: Knowledge of policies, regulations, acts practices and key

<b><u>DUTIES</u></b>	:	legislative prescripts related to Labour Relations. Sound knowledge of computerised personnel salary system (PERSAL). Conflict resolution skills. Good communication, interpersonal written and verbal skills. Ensuring attention to detail in respect of tasks performed. To plan, prioritize and execute duties in order of importance. Be able to maintain a high level of confidentiality. Deals with grievances, discipline and abscondment cases in terms of laid down policies and procedures. Represent the employer at Conciliation and Arbitration proceedings. Manage the functioning of staff relations in order to ensure the provision of high quality services. Maintain and promote sound labour relations within the institution and ensure adherence to Labour Relations Act, Public service and other related prescripts. Prepares reports to management on staff relations matters. Render advisory services to management and staff on labour relations matters. Participate in the development of staff relations matters. Identify training gaps and ensures the implementation of in-service training programmes. Investigate and preside over enquiries. Provide labour relations statistics to management, district and head office. Capture labour relations statistics on PERSAL. Assist in the development, implementation and monitoring of labour relations policies.
<b><u>ENQUIRIES</u></b>	:	Mrs DBP Buthelezi: Tel No: (034) 621 6226
<b><u>APPLICATIONS</u></b>	:	All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080.
<b><u>FOR ATTENTION</u></b>	:	Mrs DBP Buthelezi
<b><u>NOTE</u></b>	:	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. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/236</u></b>	:	<b><u>SUPPLY CHAIN CLERK: SUPERVISOR-ASSET &amp; DISPOSAL REF NO: GTN 38/2023 (X1 POSTS)</u></b> Component: Finance
<b><u>SALARY</u></b>	:	R294 321- R343 815 per annum. Other Benefits: 13th cheque, Medical aid (Optional). Housing allowance (employee must meet the prescribed requirements)
<b><u>CENTRE</u></b>	:	Greytown Hospital
<b><u>REQUIREMENTS</u></b>	:	Senior Certificate /Grade 12/ Standard 10. Three (03) to five (05) years' experience in Supply Chain management division. Computer Literacy in Microsoft word, Excel, PowerPoint and outlook. Recommendations Unendorsed valid driver's licence. Degree or National Diploma in Supply chain Management/ Cost & Management Accounting/ Financial management/ Financial Accounting/ Public Management/ Public Administration. Knowledge, skills, Training and Competences required. Sound knowledge of prescripts, policies and procedures governing financial and supply Chain Management. Interpersonal relations and problem solving. Good organisation and planning, problem solving skills and ability to make dependent decisions, conflict management skills. Good verbal and written communication skills. Ability to work with a team. Ability to perform routine tasks. Knowledge of MS Office Software Applications. Ability to apply technical professional and skills in immediate work area. Knowledge of current health and public service legislation, regulations and policies. Knowledge of and understanding of the operational framework and the linkage there of with the financial system of the department.
<b><u>DUTIES</u></b>	:	Supervise the functioning of asset & disposal management component in the institution. Prepare asset disposal plan that will among other things monitor, evaluate performance, cost effectiveness and comply with the disposal policies

and objectives contained in SCM policy. Maintain a proper record of all inventory and assets of the institution in line with the asset management policies. Oversee the verification of asset and updating of the institutional fixed asset register. Ensure that assets are repaired and services as per the maintenance schedule and keep record of each equipment. Provide secretariat or logistical support for asset management committees and related tasks. Ensure implementation of department policies and compliance with norms and standards of the equipment. Prepare and submit monthly, quarterly and annual SCM reports within the stipulated timeframes. Conduct risk assessments, identify gaps and institute control measures to minimize risks. Ensure effective, efficient and economical management of resource allocated resources of the department. Implement discipline and grievance procedures in accordance with Labour relations Act. Responsible for the Board of Survey and sale of redundant property of equipment. Ensure effective and efficient control of all Assets within the institution and satellite clinics. Supervise, train and develop staff in line with EPMDs.

- ENQUIRIES** : Mr R Hannif Tel No: (033) 4139 451
- APPLICATIONS** : Applications forwarded to: Human Resource Manager, Private bag X5562, Greytown, 3250.
- FORT ATTENTION** : Mrs Z.J Ngobe
- NOTE** : The following documents must be submitted: Application for Employment Form (Z83) which is obtainable at any Government Department or from the Website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae (CV). The certified copies of qualifications and all other required relevant documents will be requested only from the shortlisted candidates who may be submitted to HR on or before the day of the interview Faxed applications will not be accepted. The reference number must be indicated in the column provided on the form Z83 e.g. GTN 01/2023. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC) Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course. (This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution) If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful Employment Equity target for the post is African Male and people with disabilities are encouraged to apply. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful candidate on appointment.
- CLOSING DATE** : 21 August 2023
- POST 27/237** : **PATIENT ADMINISTRATIVE CLERK (SUPERVISOR) REF NO: DANCHC 15/2023 (X1 POST)**
- SALARY** : R294 321 – R343 815 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements.
- CENTRE** : Dannhauser CHC
- REQUIREMENTS** : Experience: A minimum of 3-5 years clerical/administrative experience in Patient Records Administration Grade 12(Senior Certificate) or Equivalent. A minimum of 3-5 years clerical/administrative experience in Patient Records Administration. Knowledge, Skills, Training and Competencies Required for the post: Knowledge of legislative, prescripts governing the Public Service e.g. Treasury Regulations, Archives Act, Labour Relations Act, Hospital Fees Manual, Practice Notes and any other related acts. Knowledge of Uniform Patient Fees Schedule and ICD 10 coding. Strong leadership qualities, good decision making, communication skills and problem solving skills. Excellent customer care and interpersonal and team building skills. Ability to work under pressure and meet deadlines. Computer literacy. Knowledge and ability to handle cash register machine. Must be driven, courteous and enthusiastic and demonstrate high level of efficiency. Must be able to promote, practice and



		maintain confidentiality. Must display high level of planning and organisational skills.
<b><u>DUTIES</u></b>	:	Supervise the provision of a 24-hour Patient Administration Services. Supervise the registration process of new patients, servicing repeat. Ensure effective, efficient and economical utilisation of resources allocated to patient administration and including development of staff. Provide adequate mechanisms for safe and efficient maintenance of patients medical records and other relevant records as per record management prescript. Supervise and maintain an efficient filing system. Develop and implement risk management tools to prevent the loss of patient medical records. Develop, implement and monitor measures aimed at reducing waiting times in patient administration. Monitor and assess staff performance as per Key Performance Areas outlined on EPMDS and job description. Manage leave and absenteeism in accordance with Human Resource Policies. Uphold Principles of Batho Pele. Manage conflict and grievances in an efficient and unbiased manner. To ensure submission of correct, accurate and valid reports. Ensure proper management of MVA patient files. Supervise and assist in mortuary related duties after hours, weekends and public holidays. Compilation and submission of monthly statistics. Receive investigate and resolve all complains promptly and efficient and provide the necessary feedback to all the relevant role players.
<b><u>ENQUIRIES</u></b>	:	Mr B.N. Manatha Tel No: (034) 621 6100
<b><u>APPLICATIONS</u></b>	:	All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080.
<b><u>FOR ATTENTION</u></b>	:	Mrs DBP Buthelezi
<b><u>NOTE</u></b>	:	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. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/238</u></b>	:	<b><u>ARTISAN- CARPENTRY REF NO: BETH 40/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R220 533 per annum, (all –inclusive package). 13th Cheque, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
<b><u>CENTRE</u></b>	:	Bethesda District Hospital - (KwaZulu - Natal)
<b><u>REQUIREMENTS</u></b>	:	Grade A: Grade 12, Trade test certificate in carpentry as per terms of section 13(2) (h) of the Manpower Training Act 1981, as amended ,Valid Code 8 driver's license,0 – 2 years' experience. Knowledge Skills Training and Competencies Required: Technical analysis knowledge, Computer –aided technical applications, Technical report writing, Production, process knowledge and skills, Problem solving and analysis, Decision making and analytical skills, Customer focus and responsiveness, Communication and computer skills, Planning and organizing.
<b><u>DUTIES</u></b>	:	Able to operate workshop machinery, Supervise handyman and tradesman aids, Be responsible for material issued to him/her and completion of job cards, Inspect and repair equipment for technical faults, To perform standby duties and after hour call outs, Order and exercise control over plumbing equipment, Compile and submit report, provide inputs on the compilation of technical reports. Daily reporting of faults, job progress and completion of job cards. Weekly inspection of all doors, door lockers, frames flooring, roofs and sprockets. Replace locks to cupboard, drawer and doors. Repair to doors, cupboards and ceiling boards of all type. Repair and replace skirting of all type including vinyl floor. Repair and replace roof, gutters with down pipe, bash boards and fascia board of all type. Set out erect wooden and steel shelving.
<b><u>ENQUIRIES</u></b>	:	Mr VE Mbatha Chief Artisan Tel No: (035) 595 3100

<b><u>APPLICATIONS</u></b>	:	The Human Resources Manager, Bethesda Hospital, Private Bag X602, Ubombo, 3970. Hand delivered applications may be submitted at Human Resources office Bethesda Hospital, Ubombo Main Road.
<b><u>NOTE</u></b>	:	The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g. Reference Number (Beth 19/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s)
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/239</u></b>	:	<b><u>ARTISAN- PLUMBER REF NO: BETH 41/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R220 533 per annum, (all-inclusive package). 13th Cheque, Medical Aid Optional, Home Owners /Housing Allowance (Employee must meet prescribed requirements).
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bethesda District Hospital - (KwaZulu - Natal)
<b><u>REQUIREMENTS</u></b>	:	Grade A: Grade 12, Trade test certificate in plumbing as per terms of section 13(2) (h) of the Manpower Training Act 1981, as amended, Valid Code 8 driver's license, 0 – 2 years' experience. Knowledge Skills Training and Competencies Required: Technical analysis knowledge, Computer –aided technical applications, Technical report writing, Production, process knowledge and skills, Problem solving and analysis, Decision making and analytical skills, Customer focus and responsiveness, Communication and computer skills, Planning and organizing.
<b><u>DUTIES</u></b>	:	Visual check and repairs of all plant and equipment under his/her scope of work i.e. geyser, clarifiers, sanitation, sewer lines and meter reading. Able to operate workshop machinery. Supervise handyman and tradesman aids. Be responsible for material issued to him/her and completion of job cards. Inspect and repair equipment for technical faults. To perform standby duties and after hour call outs. Order and exercise control over plumbing equipment. Conduct walkabout and check leakages and blockages around the hospital and clinics. Compile and submit report, provide inputs on the compilation of technical reports. Daily reporting of faults, job progress and completion of job cards. Clean blocked drains, gutters, downpipes, and water line. Do Installation of new sewer lines, & water reticulation. Weekly testing of equipment and reports.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr VE Mbatha Chief Artisan Tel No: (035) 595 3100
<b><u>APPLICATIONS</u></b>	:	The Human Resources Manager, Bethesda Hospital, Private Bag X602, Ubombo, 3970. Hand delivered applications may be submitted at Human Resources office, Bethesda Hospital, Ubombo Main Road.
<b><u>NOTE</u></b>	:	The following documents must be submitted and if not submitted the applicant will be disqualified forthwith: applications must be submitted on the prescribed most recent application for Employment form (Z83) which is obtainable at any Government Department OR from the website-www.kznhealth.gov.za and must originally signed and dated. The application form (Z83) must be accompanied by detailed Curriculum Vitae only. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. the reference number must be indicated in the column provided on form Z83; e.g. Reference Number (Beth 19/2023). Failure to comply with the above instructions will disqualify the applicants. The appointments are subject to position outcomes obtained from the State Security Agency (SSA); the following checks (security clearance vetting); criminal clearance; credit records; Verification of Educational Qualification by SAQA; verification of previous experience from Employers and

verification form the Company Intellectual Property Commission (CIPC). (The institution is an equal opportunity; affirmative action employer; whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s) 25 August 2023

**CLOSING DATE**

:

**POST 27/240**

:

**ARTISAN PLUMBER GRADE A REF NO: UNTU 33/2023 (X1 POST)**

Component: Maintenance

**SALARY**

:

R220 553 - R244 737 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) Housing Allowance: Employee must meet prescribed requirements.

**CENTRE**

:

Untunjambili Hospital

**REQUIREMENTS**

:

Senior Certificate Matric or Grade 12. Proof of passing the trade test in plumbing in terms of section (1392) (h) of the Manpower Training act 1981, as amended. Valid driver's license. 0-2 years of experience. Applicants are not submitting copies/attachment/proof/certificates/ID/Driver's License/qualifications on application, only when shortlisted. Recommendations Understanding of hospital and clinics set up. Knowledge, Skills, Attributes and Abilities Knowledge of Occupational Health and safety act and safety standards. Knowledge of basic maintenance and repair of broken pipes. Knowledge of safety systems of work. Ability to work independently.

**DUTIES**

:

Installation, Repairs and Maintenance of High-Pressure Geysers. Installation and Repairs to toilets, urinals and other ablutions facilities such as shower and baths etc. Installation and Repairs to water and sewerage reticulation system. Clear blocked drains, gutters, down pipes, waste water lines and branch lines. Takes and Record water supply reading daily. Maintenance on fire hose main supply, fire hose and fire hydrants. Daily reporting of faults, job progress and daily completion of job card/time sheets as per auditor's instruction. Be prepared to visit primary health care clinics to perform maintenance duties when required. Installation of gutters and down pipes and galvanized pipes. Compile and submit report, provide inputs on the compilation of technical reports. Deputize Artisan Forman when required to do so. Form part of multi-disciplinary team doing rounds in the hospital and clinics and necessary steps to fix all identified shortfalls. Be prepared to work overtime and standby duties.

**ENQUIRIES**

:

Mr L.R. Dlamini Tel No: (033) 444 1707

**APPLICATIONS**

:

Should be forwarded to: Human Resource Manager, Private Bag X216, Kranskop, 3268 or Hand Deliver or Courier your application.

**NOTE**

:

Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. 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 6 months after the closing date, they must accept that their applications were unsuccessful. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. Management reserves the right to allocate employees outside the appointment domain as determined by service delivery demands. Applicants are submitting Z83 and CV only, no other attachments must accompany the application. You will submit these documents only when shortlisted. The applicants must include only completed and signed new Z83, obtainable from any Public Service Department or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae when they apply. Certified copies of Identity Document, Senior Certificate, evaluation certificate with SAQA for applicants who are in possession of foreign qualification, confirmation letter of relevant experience from supervisors in an official letterhead of the employer, highest required qualification as well as driver's license where necessary, will only be submitted by shortlisted candidates to Human Resource on or before the day of the interview date. NB Persons with disabilities from all designated race groups, African Males, Indian Males, and White Male/Females are encouraged to apply for the post.

**CLOSING DATE** : 21 August 2023

**POST 27/241** : **ARTISAN PRODUCTION PLUMBER (GRADE A) REF NO: DANCHC 14/2023 (X1 POST)**

**SALARY** : R220 533 – R244 737 per annum. Other benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements must be met.

**CENTRE REQUIREMENTS** : Dannhauser CHC  
Experience: A minimum of 0-2 years of experience in Plumbing Standard 10/ Grade 12 certificate. Appropriate Trade Test Certificate in terms of section 13(9)(2)(h) of the Manpower Act of 1981 as amended. Valid Driver's License. A minimum of 0-2 years' experience as a Plumber in an appropriate field. Knowledge, Skills, Training and Competencies Required for the post: Knowledge of Occupational Health and Safety Act and safety standards. Knowledge of basic maintenance and repair of broken pipes. Knowledge of safety systems of work. Ability to work independently. Ability to work under pressure. Good communication skills (both verbal and written). Knowledge of Batho Pele Principles.

**DUTIES** : Installation, repairs and maintenance of high pressure and low pressure geysers. Installation and repairs to toilets, urinals and other ablutions facilities such as shower and baths etc. installation and repairs to water and sewerage reticulation system. Clear blocked drains, gutters, down pipes, waste water lines and branch lines. Take and record water supply readings daily. Maintenance on fire hose main supply, fire hose and fire hydrants. Daily reporting of faults, job progress and daily completion of job progress and daily completion of job card/ time sheets as per auditors instruction. Be prepared to visit primary health care clinics to perform maintenance duties when required. Installation of gutters and down pipes and galvanized pipes. Compile and submit report, provide inputs on the compilation of technical reports. Deputize Artisan Foreman when required to do so. Form part of multi-disciplinary team doing rounds in the hospital and clinics and necessary steps to fix all identified shortfalls. Be prepared to work overtime and standby duties. To take necessary step to fix all identified shortfalls. To take responsibility for in-house training and advancement of subordinates. To perform standby duties and after hours call outs. To supervise handyman and assist other tradesman aid when requested to do so by maintenance supervisor.

**ENQUIRIES APPLICATIONS** : Mr B.N. Manatha Tel No: (034) 621 6100  
All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080.

**FOR ATTENTION NOTE** : Mrs DBP Buthelezi  
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. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male.

**CLOSING DATE** : 25 August 2023

**POST 27/242** : **SECURITY OFFICER SUPERVISOR REF NO: MAL CHC 29/2023**

**SALARY** : R202 233 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional), Home Owners Allowance

**CENTRE REQUIREMENTS** : Mfundo Arnold Lushaba CHC  
NQF level 4 or 5 (A Grade 12 certificate or equivalent); 3 -5 years' experience in a security environment. only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the date of the interview. Recommendations: A valid PSIRA Certificate grade –B

		registration; Fire Arm Competency Certificate; Valid Code EB Driver's License. Skills, Training, and Competence Required: Must be computer literate; Knowledge of measures for the control and movement of equipment and goods; Knowledge of MISS, MPSS, Criminal Procedure Act and Control of Access to Public; Premises and Vehicles Act; Good understanding of threat and risk assessment; Knowledge of Health and Safety standards; Ability to conduct security assessment; Knowledge of Public Services Acts; Verbal and written communication; Good communication, interpersonal, supervisory skills and conflict management; Knowledge of Batho Pele Principles.
<b><u>DUTIES</u></b>	:	Administer key control system; Identify risks and threats to the security of the department; Conduct security investigations and compile reports thereon; Monitor and respond to alarm system activation (where applicable); Ensure systems are functioning optimally through scheduled services; Check incidents/ occurrence books/ registers; Conduct preliminary incident investigations and submit reports; Provide information regarding incidents to investigating officers; Monitor access control to prevent unauthorised entry in buildings and other premises; Inspect and report all non functioning of security measures (e.g. X-Ray machines, walkthrough metal detectors, security lights etc.); Report all incidents and any identified non-compliance relation to security prescripts; Ensure compliance of all staff members with security measures; Allocate duties to In-house Security Officers/ Outsourced Security Officers; Determine rosters, shift schedules and overtime; Monitor performance of security personnel and determine training needs; Control leave and related personnel matters in line with HR procedure and prescripts; Identify and report on safety hazards such as defects and breaches in perimeter and internal security; Formulate and implement internal Standard Operating Procedures relating to security safety standards with the institution.
<b><u>ENQUIRIES</u></b>	:	Mr M.G Ngobese: Assistant Director Tel No: (039) 972 8438
<b><u>APPLICATIONS</u></b>	:	Applications to be forwarded to: The Assistant Director: HRM, Mfundo Arnold Lushaba Community Health Centre, Private Bag X07, Hibberdene, 4220.
<b><u>FOR ATTENTION</u></b>	:	Miss S. Pillay
<b><u>CLOSING DATE</u></b>	:	25 August 2023
<b><u>POST 27/243</u></b>	:	<b><u>SECURITY OFFICER SUPERVISOR REF NO: DANCHC 16/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R202 233 – R235 611 per annum. Other Benefits: 13th Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met. Prescribed requirements.
<b><u>CENTRE</u></b>	:	Dannhauser CHC
<b><u>REQUIREMENTS</u></b>	:	Experience: A minimum of six (06) years or more experience in the security field of which 3 years must be at supervisory level Grade 12 (Senior Certificate). A minimum of 6 years or more experience in the security field of which 3 years must be at supervisory level. Firearm Certificate. Valid Driver's License. Knowledge, Skills, Training and Competencies Required for The Post Knowledge of Human Resource. Knowledge of Occupational Health and Safety. Sound knowledge of the Security Management Services. Knowledge of the Public Service Regulations and Labour Relations, Security Legislation and Policies. Possess fire arms and safety management skills. Have excellent verbal and written communication and interpersonal skills. Have investigating, conflict resolution and problem solving skills. Be computer literate.
<b><u>DUTIES</u></b>	:	Provide security related services, identify risk and threats to the security of the department, conduct security investigation and write reports, check incidents/ occurrence books/ registers. Monitor access control to prevent unauthorised entry buildings and other premises. Report all incidents and any identified non-compliance relating to security prescripts, supervise the security functions performed by security officers, control leave and related personnel matters in line with HR procedure and prescripts, ensure the authorisation of equipment, documents and stores into or out of the building or premises, identify and report on safety hazards such as defects and breaches in perimeter and internal security, inspect perimeters to ensure that it is safe and that security is not compromised, update all registers for the incidents observed, formulate and implement internal policies relating to security safety standards within the institution, formulate and update policies for the institution, implement the policies in the institution and monitor compliance, monitor outcomes and institute the necessary corrective measures to address deviations from norms and standards.
<b><u>ENQUIRIES</u></b>	:	Mr B.N. Manatha: Tel No: (034) 621 6100
<b><u>APPLICATIONS</u></b>	:	All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Private Bag X1008; Dannhauser; 3080 or Hand delivery

to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser, 3080.

**FOR ATTENTION NOTE**

: Mrs DBP Buthelezi  
: 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. Faxed and e-mailed applications will NOT be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Preference will be given to African Male  
: 25 August 2023

**CLOSING DATE**

**DEPARTMENT OF TREASURY**

***The KwaZulu-Natal Department of Provincial Treasury is an equal opportunity, affirmative action employer and preference will be given to previously disadvantaged groups.***

**APPLICATIONS**

: To be forwarded to the Head of HR: KwaZulu-Natal Provincial Treasury, P O Box 3613, Pietermaritzburg, 3200 or hand deliver at 145 Chief Albert Luthuli Street Pietermaritzburg 3201 or email to recruitment@kzntreasury.gov.za

**FOR ATTENTION**

: Ms S Dumisa

**CLOSING DATE**

: 25 August 2023

**NOTE**

: The new Z83 form must be used effective 1st January 2021 and can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za-vacancies). Z83 Application form must be accompanied by a detailed CV. Only shortlisted applicants will be contacted and requested to submit their supporting documents Non-South African citizens or permanent residency holders will be required to submit proof of the status of their residency should they get shortlisted. Shortlisted applicants with foreign qualifications will be requested to submit verification certificates from SAQA. The Department will also conduct reference checks with HR of current /previous employer(s) beside the references provided on CV. Candidates will be subjected security screening and a technical assessment. Under no circumstances will be faxed, emailed and late applications be accepted. The Department discourages applications that are registered and will not be held responsible for applications sent via registered mail which are not collected from the post office. The department also will not be responsible for late applications due to Post Office delays. It is the responsibility of the applicant to ensure that the application reaches the Department timeously. Should you not hear from the Department within 3 months of the closing date, please regard your application as unsuccessful. All personal data on applications will be dealt with in terms of the provisions of the Protection of Personal Information Act, 2013. Targeted For the SMS posts Females and people with disabilities who meet the requirements. For level 11 and below African Males, African Females and people with disabilities who meet the requirements.

**MANAGEMENT ECHELON**

**POST 27/244**

: **CHIEF DIRECTOR: ASSURANCE SERVICES REF NO: KZNPT 23/36**

**SALARY**

: R1 371 558 per annum, (an all-inclusive remuneration package)

**CENTRE**

: KZN Provincial Treasury, Pietermaritzburg

**REQUIREMENTS**

: A 3 year NQF Level 7 or higher qualification in an auditing or accounting field. A minimum of 5 years' senior management experience in an internal auditing environment. SMS Pre-Entry Certificate prior to employment - please access this website for more information <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programm>. A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge And Competencies: Detailed knowledge of public sector, local government and public/private entities systems and relevant legislation/statutes, including the Constitution, PFMA and Treasury Regulations, Municipal Finance Management Act (MFMA), PSRF (Public

Service Regulatory Framework), International Standards for the Professional Practice of Internal Auditing, Generally Recognised Accounting Principles, Modified Cash Standards, MTEF budget compilation and analysis, Performance Auditing techniques, Enterprise Risk Management. Skills: Problem-solving, Analytical and numeracy, Auditing and report writing, Analytical, statistical and quantitative method tools, Verbal communication and presentation, Good interpersonal relations, Research and analysis, Report writing and general writing, Project planning and management Change management, Time management, Policy development, Financial management, People management, Strategic planning and management, Organisational development and dispute resolution, Chairing of meetings, Excellent verbal and written communication abilities; Maintain high standard of honesty, objectivity, diligence and loyalty, due professional care, Computer skills, spreadsheets (MS Excel), word processing (MS Word),Power Point (MS Office), internet and intranet.

**DUTIES** : Ensure the development of strategies and plans for Assurance Services and ensure delivery against such strategy. Provide research on internal audit issues pertinent to public sector and develop solutions that will add value to clients. Ensure the development of policies, procedures, and methodologies for internal audits. Manage relationships with client management and other stakeholders to ensure co-operation and that their needs are met. Ensure consistency and standardization of application of methodology, policies and activities within Assurance Services. Manage the resources of the Chief Directorate.

**ENQUIRIES** : Ms M Bhaw Tel No: (033) 897 4575

**POST 27/245**

**DIRECTOR: PUBLIC FINANCE REF NO: KZNPT 23/39**

**SALARY** : R1 162 200 per annum, (an all-inclusive remuneration package)  
**CENTRE** : KZN Provincial Treasury, Pietermaritzburg  
**REQUIREMENTS** : A 3-year Recognized Degree (NQF7) or higher qualification in Economics/ Public Finance/ Revenue or related field. A minimum of 5 years' middle management experience as a revenue co-ordinator, budget analyst in a public finance field/economic analysis environment. SMS Pre-Entry Certificate will be required prior to employment - please access this website for more information <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: Knowledge of Public Finance Management Act and Regulations. Division of Revenue Act. Public Service Regulatory Framework. Public Finance Management – Best practices. National Treasury Guideline documents. South Africa's fiscal and monetary policy. Provincial policy priorities. Performance budgeting – best practices and guidelines. Vulindlela. Budget formulation. Basic Accounting System (BAS) and Standard Chart of Accounts (SCOA). In Year Monitoring (IYM). Computer Literacy, communication (verbal and written), facilitation skills, Report writing skill, Presentation skills, Project Management; skill, Change management, Financial Management, Problem solving, Analytical, numeracy skill. Quantitative and econometric, Research and analysis, Interpersonal relation. Organisational, Conflict management, Decision making skill.

**DUTIES** : Research into revenue enhancement strategies, implementation of revenue enhancement and provide management of revenue generation. Monitor and evaluate own revenue generation and collection by Provincial departments and public entities. Research, develop, oversee the implementation and review of the KZN Provincial Equitable Share. Consolidate inputs and recommendations in terms of the revision and maintenance of the Division of Revenue Act (DORA). Manage resources of the Sub- Directorate.

**ENQUIRIES** : Ms T Stielau Tel No: (033) 897 4308

**POST 27/246**

**DIRECTOR: PROVINCIAL BUDGET REF NO: KZNPT 23/40**

**SALARY** : R1 162 200 per annum, (an all-inclusive remuneration package)  
**CENTRE** : KZN Provincial Treasury, Pietermaritzburg  
**REQUIREMENTS** : A 3 year Recognized Degree (NQF7) or higher qualification in Economics/ Public Finance or related field. A minimum of 5 years' middle management experience as a Budget Coordinator in a public finance field (e.g. financial management, revenue and expenditure management and budgeting systems). SMS Pre-Entry Certificate will be required prior to employment - please access this website for more information <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. A valid

		driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: Treasury Regulations. Division of Revenue Act. Public Service Regulatory Framework. Public Finance Management – Best practices. National Treasury Guideline documents. South Africa's fiscal and monetary policy. Provincial policy priorities. Performance budgeting – best practices and guidelines. Vulindlela. Budget formulation. Basic Accounting System (BAS) and Standard Chart of Accounts (SCOA). In Year Monitoring (IYM). Republic of South Africa Constitution. Public Service Act. Employee Performance and Management System. Project Management Principles.
<b><u>DUTIES</u></b>	:	Analyze expenditure trends against budget, compile and submit consolidated expenditure reports. Oversee the process to compile the Adjustments Estimate for the province, draft the Adjustments Bill and provide input into the Adjustments Budget speech. Oversee the processes to compile the Estimates of Provincial Revenue and Expenditure for the Province, draft the main Appropriation bill and provide input into the speech. Manage, assess and control the implementation of the provincial budget – Compliance to the PFMA. Manage the development and implementation of policies. Manage the resources of the Directorate.
<b><u>ENQUIRIES</u></b>	:	Ms T Stielau Tel No: (033) 897 4308
<b><u>POST 27/247</u></b>	:	<b><u>SPECIALIST ADVISOR: TECHNICAL ADVISORY SUPPORT UNIT REF NO: KZNPT 23/50 (X2 POSTS)</u></b> (One-year contract)
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 371 558 per annum, (an all-inclusive remuneration package)
	:	KZN Provincial Treasury, Pietermaritzburg
	:	A 3 year NQF level 7 Degree or higher qualification in the Built environment. A Minimum of 5 years' Senior Management experience in the management and implementation of IDMS/IDIP. Membership with a professional built environment institution/council is compulsory. A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations Skills, Knowledge and Competencies: Detailed knowledge of Intergovernmental Fiscal Relations Act, Intergovernmental Framework Act, Construction Industry Development Board Act and Regulations and all guides, Council for Built Environmental act. National Building Standards Act and Regulations, PFMA/DORA/Treasury Regulations, All different contract options for infrastructure projects, Provincial/Departmental SCM Policies, Promotion of Access to Information Act, Promotion of Administrative Justice Act, Government Immovable Asset Management At, Occupational Health & Safety Act and Regulations and relevant Sector related legislation. Skills: Problem-solving, Analytical and report writing, Good interpersonal relations, Time management, and excellent verbal and written communication abilities; Computer skills, spreadsheets (MS Excel), word processing (MS Word), Power Point (MS Office), internet and intranet.
<b><u>DUTIES</u></b>	:	Provide support to KZN Provincial Departments, Public Entities and Municipalities to achieve value for money relating to the built environment. Assist with the institutionalization of the Infrastructure Delivery Management System (IDMS), the model that describes the processes that makes up public sector infrastructure management, mainly applied to the construction industry. It outlines the core processes associated with the model for planning, delivery, procurement, operations and maintenance of infrastructure works, inclusive of portfolio programme and project management. Provide strategic and operational advice and guidance for Infrastructure Development projects/programmes of all the Provincial Departments, Public Entities and Municipalities in the Province and to transfer skills and expertise to provincial and municipal counterparts using the IDMS and IDM toolkit.
<b><u>ENQUIRIES</u></b>	:	Mr George Kanyika Tel No: (033) 897 4426
<b><u>POST 27/248</u></b>	:	<b><u>DIRECTOR: SPECIAL PROJECTS REF NO: KZNPT 23/49</u></b> (One-year contract)
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 162 200 per annum, (an all-inclusive remuneration package)
	:	KZN Provincial Treasury, Pietermaritzburg
	:	A 3-year NQF level 7 Degree or higher qualification in Public Administration, Social Sciences, Community Development or Related and equivalent fields. A Minimum of 5 years' Middle Management experience in a related environment dealing with the planning, facilitation and implementation of vulnerable group programs. A valid driver's license. Persons with disabilities without valid



driver's licenses will be assisted by the department to meet work related travel obligations Skills, Knowledge And Competencies: Detailed knowledge of Knowledge of the Constitution of the Republic of South Africa, Knowledge of policy analysis and development, Research Methodology, Public Finance Management Act, Treasury regulations, Community Development/Community outreach, Youth development policy, National Development Plan, Provincial Growth and Development Plan, Millennium development goals, Service delivery frameworks, Social dynamics of KwaZulu- Natal communities. It is imperative that applicants possess the following skills; People Empowerment, Strategic Capability and Leadership, Programme and Project management, Communication, Interpersonal relations, Change Management, Analytical thinking, Research skills, Presentation skills, Facilitation skills, Time management and ability to work independently under extremely tight deadlines. Computer Literacy.

**DUTIES** : Ensure compliance to all provincial and national vulnerable group pronouncements and resolutions within the Department. Represent the Department at all platforms relating to vulnerable groups throughout the Province. Ensure the coordination of all vulnerable group commemoration events, projects, programs and activities, and manage the planning and reporting thereof on a continuous basis. Represent the Department as the Youth and Gender Focal Person. Manage stakeholder relations and work closely with IGR, Communications and the Ministry with all planning for programs and projects relating to Vulnerable Groups. Provide monthly strategic reporting on the implementation of the program.

**ENQUIRIES** : Ms CL Coetzee Tel No: (033) 897 4538

#### **OTHER POSTS**

**POST 27/249** : **DEPUTY DIRECTOR: HR PRACTICES AND ADMINISTRATION REF NO: KZNPT23/43**

**SALARY CENTRE REQUIREMENTS** : R811 560 per annum, (an all-inclusive remuneration package)  
 : KZN Provincial Treasury, Pietermaritzburg  
 : A 3 year NQF Level 6 qualification or higher in a Human Resources field (HR/ Industrial Psychology/ Personnel Management). A minimum of three (3) years junior management experience in an HR Administration/practices environment. Skills, Knowledge and Competencies: PERSAL system; Public Service Act and Regulations; Recruitment and Selection Policy; Affirmative Action; Employment Equity Act; Labour Relations Act; Skills Development Act; National Vetting Strategy; HR related prescripts, policies and frameworks; Establishment Control; Records Management; Republic of South Africa Constitution; Public Finance Management Act; Employee performance and management system; Basic conditions of employment act; Youth development policy; Promotion of access to information act; Service delivery frameworks; Human rights act; Bill of rights; Higher education and training act; Basic education and training act; Further education and training act; National skills accord; Youth employment accord; Basic education accord; National development plan; Provincial growth and development plan; KwaZulu Natal citizen's charter; Occupational health and safety act; Ministerial hand book; Protocol manual of South Africa; Promotion of equality and prevention of unfair discrimination act and any other relevant acts/ legislative mandates; Batho Pele principle. Organizing and planning; Facilitation; Project planning/management; Problem solving; Research; Presentation; Analytical; Computer literacy; Report writing; Inter-personal relations Communication (written and verbal); Policy analysis and development; Financial administration; Management; Language skill; Listening skill; Leadership skill; Financial management skill; Time management; Conflict management skill; Change management skill; People management skill; Decision making; Risk management skill; Strategic planning.

**DUTIES** : Ensure the provisioning of recruitment and selection services. Ensure the provisioning of administration systems and control services inclusive of PMDS. Ensure the provision of HR provisioning, conditions of Services and Remuneration services. Ensure the development, implementation and reporting of HR practices and administration policies, procedure manuals and guidelines. Provide advice and guidance on all transversal HR practices and administration services. Manage the resources of the sub-directorate.

**ENQUIRIES** : Mrs K Chetty Tel No: (033) 897 4399

**POST 27/250** : **DEPUTY DIRECTOR: PROVINCIAL DEBT MANAGEMENT REF NO: KZNPT 23/51**  
(One-year contract)

**SALARY** : R811 560 per annum, (an all-inclusive remuneration package)  
**CENTRE** : KZN Provincial Treasury, Pietermaritzburg  
**REQUIREMENTS** : A 3 year NQF level 7 or higher qualification in Financial Management. A minimum of 3 years' junior management experience in Financial Reporting/Accounting. A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Computer Literacy. Skills, Knowledge and Competencies: Detailed knowledge of Knowledge of Public Finance Management Act and Treasury Regulations. Constitution of the Republic of South Africa. Public Service Act, 1994. PSRF (Public Service Regulations Framework). National Treasury Instruction Notes and guidelines. National and Provincial Treasury policies, practice notes and guidelines. MTEF. Planning Frameworks relevant legislation and plans. Strategic Plan. Annual Performance Plan. Monitoring and Evaluation. National Treasury Strategic Planning. National Development Plan. Service Delivery Framework. Provincial Growth and Development Plan. Knowledge of Accounting Frameworks. SCM Practices and Procedures. Financial Systems. Communication. Computer literacy. Analytical. Conflict Management. Good inter-personal relations. Problem solving. Risk management. Presentation. Contract management. Accounting frameworks related to departments. Skills: Analytical. Financial management. Leadership. Organizational management, policy analysis/development. Interpersonal relations. Presentation skills. Verbal communication. Project management skills. Ability to initiate and support organizational transformation. Problem solving skills. Change management skills. Advance communication skills. Creativity. Conflict management skills. People management. Negotiation skills. Stakeholder/relationship management and reporting writing skills. Computer skills.

**DUTIES** : Facilitate management and recovery of inter-departmental accounts on a timely basis. To manage, reconcile and facilitate debt recovery from public sector institutions on behalf of service providers. Monitor compliance with legislation. Ensure the provision of guidance on the inter-departmental and supplier debt management process.

**ENQUIRIES** : Mrs A Singh Tel No: (033) 897 4421

**POST 27/251** : **ASSISTANT DIRECTOR: IT MANAGEMENT REF NO: KZNPT 23/46**

**SALARY** : R424 104 per annum  
**CENTRE** : KZN Provincial Treasury, Pietermaritzburg  
**REQUIREMENTS** : A 3 year NQF level 6 or higher qualification in Information Systems, Computer Science or Information Technology or related field. A minimum of 3 years' experience in IT networks. A valid driver's license. People with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: COBIT, ITIL, MISS, MIOS, ISO17799, GITA framework. Knowledge of Treasury Regulations. Knowledge of Configurations Management. Knowledge of departmental systems (BAS, Hard Cat, PERSAL, ect.). information Technology Infrastructure Library (ITIL- industry standard for IT Help desk). IT Risk Management practices. Knowledge of relevant legislations like Public Finance Management Act, ECT Act. IT network hardware and software. Knowledge of current technology developments and future trends. Service level agreement. Employee performance and management systems. Project management principle. Public service Act. Public Service Regulation. Service delivery framework. Good verbal and written communication skills. Strong leadership skills. Good inter-personal relations skills. Planning, analysis, conceptualizing and problem-solving skills. Change management skills. Project management. Time management. Customer relations management skills. Coaching and mentoring skills to develop a high performing team. Research skill. Financial management skill. Problem solving. Conflict management. Decision making skill. Risk management skill. Self-disciplined and able to work under pressure with a minimum supervision. Report writing skill.

**DUTIES** : Provide Technical network and system support services to all departmental users. Implement and maintain the IT infrastructure plan of the department to ensure optimal service performance. Implement and maintain IT security controls to ensure continuity of service. Ensure that the level of service with

		regards to Service Level Agreements (SLA's) is maintained. Manage the Department's IT helpdesk services. Manage resources of the Division. Dr. C Rajah Tel No: (033) 897 4550
<b><u>ENQUIRIES</u></b>	:	
<b><u>POST 27/252</u></b>	:	<b><u>FINANCIAL REPORTING SPECIALIST: PUBLIC ENTITIES REF NO: KZNPT 23/48 (X2 POSTS)</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R424 104 per annum KZN Provincial Treasury, Pietermaritzburg A 3 year NQF level 7 or Higher qualification in Financial Accounting or a Financial Management field. A minimum of three (3) years' experience in financial reporting or an accounting environment. A valid driver's license. People with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: GRAP – General Recognized Accounting Principles; IAS – IFRS; GAAP; PFMA – Public Finance Management Act; Treasury Regulations; Other enabling legislation; Department Accounting Framework; Public Service Regulations. Computer literacy (Excel, Word, Power Point, email & internet); Communication i.e. written and verbal; Project planning; Financial management; Inter-personal relation; Problem solving; Report writing; Presentation; Influencing; Policy Analysis; Self-disciplined and able to work under pressure with minimum supervision.
<b><u>DUTIES</u></b>	:	Ensure the provisioning of support to public entities in the compilation of Annual Financial Statements in compliance with GRAP Standards. Consolidate Annual Financial Statements for Public entities. Ensure the provisioning of financial management support to public entities. Audit readiness and review for public entities.
<b><u>ENQUIRIES</u></b>	:	Mr. H Makhanyela Tel No: (033) 897 0472
<b><u>POST 27/253</u></b>	:	<b><u>SPECIALIST: PROVINCIAL DEBT MANAGEMENT REF NO: KZNPT 23/52 (X2 POSTS)</u></b> (One-year contract)
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R424 104 per annum KZN Provincial Treasury, Pietermaritzburg A 3 year NQF level 7 or higher qualification in Financial Management. A minimum of 1-year relevant experience in Financial Reporting or Financial Management. A valid driver's license and people with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Computer Literacy. Skills, Knowledge and Competencies: Detailed knowledge of Knowledge of Public Finance Management Act and Treasury Regulations. Constitution of the Republic of South Africa. Public Service Act, 1994. PSRF (Public Service Regulations Framework). National Treasury Instruction Notes and guidelines. National and Provincial Treasury policies, practice notes and guidelines. MTEF. Planning Frameworks relevant legislation and plans. Strategic Plan. Annual Performance Plan. Monitoring and Evaluation. National Treasury Strategic Planning. National Development Plan. Service Delivery Framework. Provincial Growth and Development Plan. Knowledge of Accounting Frameworks. SCM Practices and Procedures. Financial Systems. Communication. Computer literacy. Analytical. Conflict Management. Good inter-personal relations. Problem solving. Risk management. Presentation. Contract management. Accounting frameworks related to departments. Skills: Analytical. Financial management. Leadership. Organizational management, policy analysis/development. Interpersonal relations. Presentation skills. Verbal communication. Project management skills. Ability to initiate and support organizational transformation. Problem solving skills. Change management skills. Advance communication skills. Creativity. Conflict management skills. People management. Negotiation skills. Stakeholder/relationship management and reporting writing skills. Computer skills.
<b><u>DUTIES</u></b>	:	To provide support and assistance in implementing processes and procedures for the recording, monitoring and recovery of inter-departmental accounts on a timely basis. To monitor, reconcile and facilitate debt recovery from public sector institutions on behalf of service providers. Monitor compliance with legislation. Ensure the provision of guidance on the inter-departmental and supplier debt management process.
<b><u>ENQUIRIES</u></b>	:	Mrs A Singh Tel No: (033) 897 4421

<b><u>POST 27/254</u></b>	:	<b><u>LEGAL ADMINISTRATION OFFICER (MR5) (OSD) REF NO: KZNPT 23/47</u></b>
<b><u>SALARY</u></b>	:	R420 642 – R596 127 per annum, (OSD)
<b><u>CENTRE</u></b>	:	KZN Provincial Treasury, Pietermaritzburg
<b><u>REQUIREMENTS</u></b>	:	A 3 year NQF level 8 or Higher qualification in Law (LLB). A minimum of eight (8) years post qualification experience in the provision of legal services. A valid driver's license. People with disabilities without valid driver's licenses will be assisted by the department to meet work related travel obligations. Skills, Knowledge and Competencies: Sound knowledge of the South African Legal System; In-depth knowledge of Administrative and Constitutional Law; Public Service Act; Public Finance Management Act; Municipal Finance Management Act; Public Service Regulations; Interpretation of Statutes and Civil Procedure (Magistrates & High Courts). Legal Administration; Computer literacy; Conflict management; Negotiation skills; Good verbal and written communications skills; Project management; Research in Methodology; Ability to write to draft legal documents; Good inter-personal relations skills; Problem solving skills; Accuracy and attention to detail; Presentation skills; Policy analysis; Research skills; Self-discipline and able to work under pressure with minimum.
<b><u>DUTIES</u></b>	:	Conduct research for specific cases as well as remain abreast with changes in legislation that affect the department. Represent the department in dispute resolution cases to ensure a fair outcome for the department. Draft legal advice and/or opinions for specific cases to ensure the department abides by and complies with relevant legislation. Preparation of cases for litigation purposes.
<b><u>ENQUIRIES</u></b>	:	Mr. B Gumede Tel No: (033) 897 4544