



the dpsa

Department:  
Public Service and Administration  
REPUBLIC OF SOUTH AFRICA

## PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 36 OF 2023

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### 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).

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

*This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.*

**ERRATUM:** Kindly note that the following post of Operational Manager Nursing (Specialty Nursing Stream in Obstetrics and Gynaecology **(For Inkosi Albert Luthuli Central Hospital)** that was advertised in Public Service Vacancy Circular 35 dated 29 September 2023 with Ref No: OMN: OBSTETRICS AND GYNAECOLOGY (SPEC NURS STREAM), the post is withdrawn.

**OTHER POSTS**

<b><u>POST 36/76</u></b>	:	<b><u>MANAGER: MEDICAL SERVICES REF NO: SAH36/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R1 288 095 per annum, (all-inclusive package). Other Benefits: 22% rural allowance and commuted overtime.
<b><u>CENTRE REQUIREMENTS</u></b>	:	St Andrews Hospital Appropriate qualification in Health Science-MBCHB Plus Current registration with HPCSA as a Medical Officer PLUS 8 years' experience after registration with the HPCSA as a Medical Officer. Knowledge, Skills, Training and Competencies required: Knowledge and understanding of relevant Acts, Policies and regulations used in the KZN department of health. Sound clinical knowledge, management, negotiation, planning, conflict management and problem solving skills. Ability to manage a Medical and Allied Health Professionals domain independently. Knowledge of current Health & Public Service legislation, regulations and policies. Good communication, leadership, interpersonal, ethical, operational, professional and supervisory skills.
<b><u>DUTIES</u></b>	:	Provide leadership, management and support to all Cluster Managers, Clinical Heads, and Clinical Managers, Pharmacy and Allied Health Professionals and staff under their supervision. Development implementation and review of Clinical management protocols, procedures and guidelines for clinical services aimed at improving service delivery in accordance with the current statutory regulations and guidelines. Lead clinical governance functions within the hospital. Assist clinical personnel in the Medical and Allied Health professionals' domain with quality assurance, quality improvement projects, morbidity and mortality reviews. Provide support to all medical, therapeutical and professional staff. Manage potential risks and mitigating strategies. Formulate policies and procedures for medical services and ensure that these are in accordance with the current statutory regulations and guidelines. Ensure compliance in terms of Occupational Health and safety, infection prevention and control as well as IHRM and OHSC. Maintain discipline and deal with grievances and labour relations issues in terms of the laid down policies and procedures. Participate in the Human Resources strategies in the institution and in the unit to ensure that development, training and continued education of staff is achieved. Ensure control over expenditure, equipment and miscellaneous stores in your sections. Formulate strategic plans in keeping with the requirements of the institution. Deputize the Hospital Manager.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Ms MM Vane Tel No: (039) 433 1955. ext: 266 Should be forwarded: The Chief Executive Officer, St Andrews Hospital, Private Bag X1010, Harding, 4680 or hand delivery: 14 Moodie Street, Harding, 4680.
<b><u>FOR ATTENTION NOTE</u></b>	:	Human Resource Manager Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Applicants are not submitting copies/ attachments/ proof/ certificates/ ID/ driver's license/ qualifications on applications, only when shortlisted. 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. Applicants in possession of a foreign qualification are not submitting copies/attachments/proof/certificates/ID drivers licence/ qualifications on applications, only when shortlisted. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

- CLOSING DATE** : 20 October 2023
- POST 36/77** : **CLINICAL MANAGER - MEDICAL REF NO: CLIN 01/2023 (X1 POST)**  
Directorate: Dundee District Hospital
- SALARY** : Grade 1: R1 288 095 –R1 427 352 per annum. Other Benefits: 13th cheque, medical aid (optional) (employee must meet prescribed requirements). Commuted overtime (subject to approval). All-inclusive salary package (this inclusive package consists of 70% of basic salary). Rural allowance (22% of basic salary)
- CENTRE REQUIREMENTS** : Dundee District Hospital  
: Senior certificate / Matric certificate. MBCHB or equivalent plus. A minimum of three (3) years' experience as a Medical Practitioner after HPCSA registration plus current registration with HPCSA as a Medical Practitioner (2023/2024). Recommendations: Computer literacy. Supervisory experience. Knowledge, skills and competencies required: Computer literate- proficient in the MS package (Word, Excel, Outlook, Power Point). Sound clinical knowledge, competency and skills in a clinical domain. Sound planning, negotiating and decision making. Information analysis, problem solving and policy (sop) formulation competency skills. Good communication, leadership, interpersonal and supervisory skills. Ability to supervise and manage allied health and clinical domains. Formulate policies and guidelines to improve quality of health care. Ability to manage medical and allied health sub-component independently, diligently, responsibly and engage when necessary. Knowledge of relevant policies, legislative prescripts, programs and priorities. Ability to teach, guide, and mentor junior staff within the department. Competence in human resources management, financial management, conflict management and change management.
- DUTIES** : Provision of clinical/medical services as per departmental requirements. Planning, Coordination and execution of tasks in the HAST component. Active participation (teaching) in General Anaesthesia. Conduct/participate quality improvement programs in pursuit of quality patient centred care. Operational plan development and implementation as well as development and implementation of policies and protocols within the department relevant. Support and supervision for staff within the component as well as multidisciplinary team members. Participate in the training and teaching programs (students, intern, nurses). Provision of outreach programs within the referrals drainage network and/or catchment. Deputize for the Manager: Medical Services.
- ENQUIRIES APPLICATIONS** : Dr. B.P Nxumalo Tel No: (034) 212 1111, ext: 308  
: 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.
- NOTE** : Application for the attached advertised posts must be submitted on the most recent Z83 application for employment form obtainable from any Public Service Department or from [www.dpsa.gov.za](http://www.dpsa.gov.za). All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Shortlisted candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (identity documents, Driver's License, Certificate of service endorsed by HR as a proof of experience etc.) on or before the day of the interview. The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (CLIN 01/2023). Failure to comply with the above instructions will disqualify the applicants. Failure to comply will result in the application not being considered". Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be

advised of the outcome. (This 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). Due to budgetary constraints, shortlisted candidates will not be entitled to S&T and Resettlement payment for attending interviews. Accommodation will only be allocated when it is available otherwise successful candidate must arrange their private accommodation prior to assumption of duty. No interim accommodation in a form of Bed and Breakfast or Hotel Accommodation.

- CLOSING DATE** : 20 October 2023
- POST 36/78** : **MEDICAL SPECIALIST – PSYCHIATRY REF NO: THH 11/2023**
- SALARY** : Grade 1: R1 214 805 – R1 288 095 per annum  
Grade 2: R1 386 069 – R1 469 883 per annum  
Grade 3: R1 605 330 – R2 001 927 per annum  
(A portion of package can be structured according to the individual's needs)
- CENTRE REQUIREMENTS** : Pietermaritzburg (Town hill Hospital)  
: Senior certificate/Grade 12 or equivalent. Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatry. Appropriate post graduate qualification in Psychiatry. Initial and current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatry i.e. an Independent Medical Practitioner. Valid driver's license. Certificate of service endorsed by the relevant Human Resource Department. Experience: **Grade 1:** None, after registration with the HPCSA (or recognized foreign Health Professional Council in respect of foreign qualified employees) as a Medical Specialist in Psychiatry. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognized foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Psychiatry. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognized foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Psychiatry. Knowledge, Skills and Competencies required: Appropriate specialist procedures and protocols within field of expertise. Understanding of basic Human Resource matters including Labour Relations. Control of budget, monitoring expenditure and project management in line with the department of health strategic and annual operational plans. Assessment, diagnose and management of patients within the field of expertise. Problem solving skills. Concern of excellence. Courtesy and interpersonal relation skills. Stress tolerance and innovation skills. Awareness of cross-cultural differences. Ability to communicate in a professional manner at all times and ability to work as part of integrated multidisciplinary teams across all platforms.
- DUTIES** : Clinical: Service delivery i.e. provide specialist psychiatrist care, assessments and evaluations of mental health care users (MHCU'S), adults and children. It will be expected of the successful candidate to participate in a system of remunerated commuted overtime. Assist with the maintenance of standards of care and implementation of quality improvement programmes within the department. Additional service delivery as decided upon by the unit from time to time. Teaching and Outreach: According to the memorandum of understanding between the KwaZulu – Natal Department of Health and University of KwaZulu – Natal, this is a joint –appointment position. Participation in the departmental and hospital academic programme is compulsory. The qualifying candidate will be required to provide academic teaching and clinical training to undergraduate and postgraduate students and trainees in Medical, Nursing and Allied Health Professions. Providing specialist advice, outreach, guidance and training to clinical and allied staff and management staff both within the tertiary services and as part of Outreach to Area 2. (Area 2 comprises all facilities in UMgungundlovu, UThukela, Amajuba and Harry Gwala Districts), this is compulsory. Administrative: Participate in the development of clinical management guidelines, protocols referral pathways for the management of MHCU's. Attend to administrative matters as pertains to the inpatient and outpatients services. Ensure the effective, efficient and economical use of allocated resources inclusive of human resources. Research: Developing, participating in and supervision of research activities as defined within the department.

<b><u>ENQUIRIES</u></b>	:	Dr. R Bridgmohun Tel No: (033) 341 5500 E-mail: Reyanta. <a href="mailto:Bridgmohun@kznhealth.gov.za">Bridgmohun@kznhealth.gov.za</a>
<b><u>APPLICATIONS</u></b>	:	To be forwarded to: Townhill Hospital, P.O. Box 400, Pietermaritzburg, 3200 or hand delivered to: Townhill Hospital, Hyslop Road, Pietermaritzburg, 3200.
<b><u>FOR ATTENTION</u></b>	:	Mr E.S. Mgwaba, ASD: HRM
<b><u>NOTE</u></b>	:	Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV only. (Previous experience must be comprehensively detailed). The Z83 must be fully completed (in line with DPSA Practice note), failure to comply 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 prior to the final selection phase. The communication from HR 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 interview following communication from HR. 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 Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representative in all levels of all occupational categories in the Department). Please note: Due to financial constraints, there will be no payment of S&T claims.
<b><u>CLOSING DATE</u></b>	:	20 October 2023
<b><u>POST 36/79</u></b>	:	<b><u>OPERATIONAL MANAGER NURSING (PHC SERVICES) REF NO: MAD 58/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R627 474 - R703 752 per annum. Plus 8% inhospitable allowance, 13th cheque, medical aid (optional) and housing allowance (employee must meet prescribed requirements)
<b><u>CENTRE</u></b>	:	Madadeni Provincial Hospital
<b><u>REQUIREMENTS</u></b>	:	Basic R425 Degree/ Diploma in General Nursing and Midwifery. A post basic Diploma in Clinical assessment, treatment and care. A minimum of 9 years appropriate/ recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience in PHC after obtaining the 1 year post basic qualification in PHC. Knowledge, Skills, Training and Competencies required: Demonstrate an in-depth understanding of nursing legislation and related legal and ethical Nursing. Practices. Knowledge and experience of the Public Service Policies, Acts and Regulations. Sound management, negotiations, interpersonal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing management with specialty. Knowledge of labour relations and disciplinary procedures. Basis financial management skills.
<b><u>DUTIES</u></b>	:	Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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. 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. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper; treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Able to develop

contacts, build and maintain a network of professional relations in order to enhance service delivery. Ensure department complies with National Core Standards. Ensure effective management and utilisation of resources. Provide Primary health care supervision, monitoring and evaluation in all facilities under Newcastle sub district. Support PHC Re-engineering by ensuring that outreach team are functional. Ensure provision of quality integrated comprehensive PHC package all clinics. Advocate for Resources at management level and have input into budget of the clinics. Ensure compliance to National Core standard and Ideal Clinic Realization. Ensure proper management of records and statistics.

- ENQUIRIES** : Ms. N.W Kubheka Tel No: (034) 328 8037
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.
- FOR ATTENTION** : The Recruitment Officer
- NOTE** : Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2023. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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. 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. EE Targets (African Male).
- CLOSING DATE** : 20 October 2023
- POST 36/80** : **ASSISTANT MANAGER NURSING (PAEDITRICS AND NEONATAL) REF NO: DPKISMH 57 /2023**  
Branch: Paediatric and Neonatal Department
- SALARY** : R627 474 per annum. Other Benefits: 13<sup>th</sup> cheque, medical aid (optional) & housing allowance (employees to meet the prescribed requirements)
- CENTRE** : Dr Pixley Ka Isaka Seme Memorial Hospital
- REQUIREMENTS** : Senior or equivalent certificate (Grade 12), Basic R425 Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse plus Post basic Nursing qualification with at least one (1) year accredited with SANC in speciality referred to above. Experience: Grade 1: Minimum of ten (10) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with Registration SANC in General Nursing. At least six (6) years referred to above must be appropriate/recognizable experience in Paediatrics and Neonatal after obtaining one (1) year post basic qualification in Paediatric nursing science. Knowledge, skills and competencies: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound management, negotiation, interpersonal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing component in regional hospital. Sound Knowledge of policies and programs within the specialty. Knowledge of human resource management policies and practices, including recruitment, condition of service, performance management, training and development and labour relations including disciplinary, grievance and abscondment processes/procedures. Computer literacy and hospital information management.
- DUTIES** : Planning and commissioning of paediatric and neonatal service with available resources Implementation of Systems in Provision of effective and professional leadership in ensuring clinical Accountability and Quality Patient Care. Ensure the provision of highest possible nursing care through adequate supervision,

guidance and support. Ensure that there is efficient and effective utilization of allocated budget in the Nursing Service area. Ensure that nursing staff is equitable allocated to units as per needs of each department. Participate in analysis, formulation and implementation of standards operation procedures within the specialty area. Monitor and ensure that the nursing care is highest possible quality. Ensure that the performance of nursing staff is monitored through PMDS system. Ensure that nursing staff comply with all the relevant Acts/prescripts applicable within the nursing and healthcare environment. Will relieve the office of the Deputy Manager Nurse when required. Ensure that the units comply with Ideal Hospital Realisation Framework and Office of Health Standard Compliance office. Continuous quality improvement programs / projects as determined by the needs of the department. Ensure that quality is monitoring in various programs e.g. IPC, resuscitation, Health and safety. Ensure that the patient care environment is conducive for best patient care outcomes. Deal with labour relation issues in terms of legislative and procedural guides. Ensure that policies and practices governing conditions of service of nursing staff, including leave, and exits are adhered to. Monitoring and verification of nursing staff in the pay point as designated. Participate in supply chain management and financial management process determined by PFMA. Monitoring, reporting and mitigation of adverse health events within the department. Implement risk assessment and monitoring to ensure quality standard of care. Ensure that the Complaints management policy and procedure is adhered to.

- ENQUIRIES** : Ms S.C. Nduli Tel No: (031) 530 1416
- APPLICATIONS** : [pixley.recruitment@kznhealth.gov.za](mailto:pixley.recruitment@kznhealth.gov.za) or Hand delivered to 310 Bhejane Street (Hospital Gate Number 2), Kwamashu or Couriered to 310 Bhejane Street (Hospital Gate Number 2), Kwamashu.
- FOR ATTENTION** : Human Resource
- NOTE** : Application for employment Form (Z.83) which is obtainable from any Government Department or from the website- [www.kznhealth.gov.za](http://www.kznhealth.gov.za). Applicants for employment are not required to submit copies of qualification and other relevant documents on application but submit the Z83 form and detailed Curriculum Vitae (CV) with detailed experience, full details of qualifications & registration status only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. The reference number must be indicated in the column provided on the form Z.83 e.g. DPKISMH 46/2023 Persons with disabilities should feel free to apply for the post/s N.B. Failure to comply with the above instructions will disqualify applicants. Faxed or Emailed applications will be in the interim 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). (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.) Please note that due to financial constraints this institution will not reimburse candidates for S & T claims for attending interviews.
- CLOSING DATE** : 20 October 2023
- POST 36/81** : **ASSISTANT MANAGER NURSING (GRADE 1) REF NO: KH 22/2023 (X1 POST)**
- SALARY** : Grade 1: R627 474 – R724 278 per annum. 8% inhospitable allowance of basic salary, 13<sup>th</sup> cheque, medical aid (optional), home owner's allowance (employee must meet prescribed requirements)
- CENTRE** : Kwa-Magwaza Hospital (Monitoring & Evaluation)
- REQUIREMENTS** : Grade 12/Senior Certificate, Basic R425 qualification (i.e Diploma/Degree in General nursing and Midwifery) or equivalent qualification that allows registration with the SANC as Professional Nurse. Current registration (2023) with the SANC as a Professional Nurse. A minimum of eight (08) years appropriate or recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. At least three (03) years of the period referred above must be appropriate/recognizable experience at management level. Proof of current and previous experience endorsed by Human Resources Department (not certificate of service) will be only required from shortlisted candidates. Knowledge of Public Service

Policies Act and Regulations. Knowledge of SANC Rules and Regulations. Good communication, leadership, interpersonal and problem solving skills. Knowledge of Code of Conduct and Labour Relations. Ability to function well within a team. Conflict management and negotiation skills. Decision making and problem solving skills. Skills in organizing and supervising. Knowledge of Batho Pele and Patients' Rights.

**DUTIES** : Coordinate development of the operational plan in the institution with the input from all departments in the facility. Ensure all plans for departments are in place, facilitate and co-ordinate planning sessions. Ensure alignment of plans with the Annual Performance Plan (APP) and District Health Plan (DHP). Monitor compliance with implementing the M&E Framework, Data Management Policy and SOP, Quality Assurance and infection Prevention and Control policy and guidelines. Co-ordinate functions of Health Information Team. Ensure data is collected and analysed on a monthly basis and validated as per data management standard operating procedures. Plan and co-ordinate the implementation and monitoring of data quality and quality assurance in service delivery. Ensure that standards, quality assurance and risk management is maintained within the hospital in line with the Norms and Standards. Ensure the development, review and maintenance of Institutional policies and protocols. Monitor and report on the performance of all departments in the facility. Provide reports to the management and governance structure. Monitor inspection process that is in keeping with the established quality assurance goals, which seek to ensure that patient care is maintained at an optimal level and delivered in a cost effective manner. Promote patient care practices and professional performance that is regularly assessed using valid and reliable criteria. Monitor, evaluate and report on delivery of quality care at the institution including clinical care, waiting times and client experience of care. Monitor implementation of plans to promote clean audits.

**ENQUIRIES  
APPLICATIONS**

Dr I.F Mbokazi Tel No: (035) 450 8216  
All applications should be posted to: The Chief Executive Officer: KwaMagwaza Hospital Private Bag X808, Melmoth, 3835, hand delivered to KwaMagwaza Hospital KwaMagwaza Road or email to: [KwaMagwazaHospital.JobApp@kznhealth.gov.za](mailto:KwaMagwazaHospital.JobApp@kznhealth.gov.za)

**FOR ATTENTION  
NOTE**

Assistant Director: HRM  
Applications must be submitted on the new Prescribed Application for Employment form (Z83). This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The applications received on the incorrect (Z83) will not be considered. All required information on the Z83 must be provided. A detailed Curriculum Vita only must accompany the application form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Letter of confirmation of relevant work experience and managerial experience will only be required from the shortlisted applicants. The Reference Number must be indicated in the column (Part A) provided on the Z83 Form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. People 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 application was unsuccessful. Applicants in possession of foreign qualification if shortlisted will be required to produce evaluation certificate from the South African Qualifications Authority (SAQA) (only when shortlisted) All employees in 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 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 constraints no S&T and no Resettlement allowance claims will be considered for payment to candidates that are invited for an interview. NB: Preference will be given to African Male and people with disabilities.

**CLOSING DATE**

: 20 October 2023



<b><u>POST 36/82</u></b>	:	<b><u>CHIEF DIAGNOSTIC RADIOGRAPHER REF NO: SMKH 23/2023 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R520 785 – R578 367 per annum. 12% inhospitable allowance of basic salary, 13 <sup>th</sup> cheque, medical aid (optional), home owner's allowance (employee must meet prescribed requirements)
<b><u>CENTRE REQUIREMENTS</u></b>	:	KwaMagwaza Hospital (Radiology) Grade 12/Senior Certificate. National Diploma/Degree in Diagnostic Radiography. Current registration (2023) with HPCSA as a Diagnostic Radiographer. Registration with HPCSA as Diagnostic Radiographer (Independent Practice). Minimum of 3-5 years' relevant experience after registration with HPCSA as Diagnostic Radiographer. Proof of current and previous experience endorsed by Human Resources Department (not certificate of service) will be only required from shortlisted candidates. Ultrasound certificate. Sound and knowledge if diagnostic radiography, ultrasound procedures and equipment including CT and PACS/RIS applications. Sound knowledge of radiation control and safety. Good communication, interpersonal relations and problem solving skills. Knowledge of radiation control and safety acts and policies. Ability to perform assurance tests as stipulated by Radiation Control Directorate.
<b><u>DUTIES</u></b>	:	To perform reception, clerical duties as required. To compile reports as required in working environment. To comply with safe radiation protection standards. To contribute to the overall work process in the component. To promote Batho Pele Principles. To participate in quality assurance and quality improvement projects. To provide a 24 – hour radiographic service including weekends and public holidays where applicable. Provision of quality patient-centered care and community orientated for all patients. Reduce patient complaints and improve satisfaction rate. Maintain a high quality clinical service by providing regular in-service training for other clinical personnel. Maintain accurate and appropriate health records in accordance with the legal ethical considerations and continuity of patient care. Performance of required administrative duties. Ensure that relevant patient statistics are maintained, including Tick Register, tally sheets etc. Perform duties as delegated by supervisor. Work in Collaboration with other medical practitioners and other health care workers in neighbouring health institutions. Participate in and support CPD (continuous Professional Development) and training Supervise junior staff and mentor. Compile EPMDS documents for all officials in the department.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Dr I.F Mbokazi Tel No: (035) 450 8216 All applications should be posted to: The Chief Executive Officer: KwaMagwaza Hospital Private Bag X808, Melmoth, 3835, hand delivered to KwaMagwaza Hospital KwaMagwaza Road or email to: KwaMagwazaHospital.JobApp@kznhealth.gov.za
<b><u>FOR ATTENTION NOTE</u></b>	:	Assistant Director: HRM Applications must be submitted on the new Prescribed Application for Employment form (Z83). This is obtainable from any Public Service Department or from the website <a href="http://www.kznhealth.gov.za">www.kznhealth.gov.za</a> . The applications received on the incorrect (Z83) will not be considered. All required information on the Z83 must be provided. A detailed Curriculum Vita only must accompany the application form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Letter of confirmation of relevant work experience and managerial experience will only be required from the shortlisted applicants. The Reference Number must be indicated in the column (Part A) provided on the Z83 Form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. People 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 application was unsuccessful. Applicants in possession of foreign qualification if shortlisted will be required to produce evaluation certificate from the South African Qualifications Authority (SAQA) (only when shortlisted) All employees in 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 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 constraints no S&T and no Resettlement allowance claims will be considered for payment to candidates that are invited for an interview. NB: Preference will be given to African Male and people with disabilities.

**CLOSING DATE**

: 20 October 2023

**POST 36/83**

**CLINICAL PROGRAMME CO-ORDINATOR: DISTRICT ADHERENCE FACILITATOR REF NO: ILE 16/2023 (X1 POST)**

Component: ILE  
Div: HIV AIDS, STI&ARV  
(Three Year Contract)

**SALARY CENTRE REQUIREMENTS**

: R497 193 per annum, plus 37 %  
: Ilembe Health District Office  
: Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate). Degree / Diploma in General Nursing, Current registration with SANC as General Nurse. A minimum of 7 years appropriate/ recognizable nursing experience as a General Nurse. Valid Driver's License (Code 8). Computer Literacy Ms Office (Word, Excel, Outlook & PowerPoint). Recommendation: Public health sector experience in adherence to care and treatment and disclosure policies would be an advantage. Previous and current work experience (certificate/s of service) endorsed and stamped by HR office (will be requested only if shortlisted) NB all the above mentioned documents need not be attached on application, will be requested only if shortlisted. Coordination and Facilitation skills for coaching, training and development. Strong written and verbal communication skills; ability to design and implement client centred interventions/services. Ability to maintain a higher level /Professional confidentiality. Strong record-keeping, analytical and report writing skills. Knowledge of HIV Testing Services and Patient Literacy guidelines. Knowledge of community structures and local government structures. Sound knowledge of psycho-social support (on treatment) concepts. Sound knowledge of Monitoring and evaluation concepts.

**DUTIES**

: Act as the clients' advocate, explains the available options to the clients, keeps records of the services offered and work closely with the District HAST Coordinator. They shall be responsible to coordinate community mobilization for linkage and retention in care activities. Champion eLABS and Results for Action where applicable as well as viral load management in general. Be responsible for the supervision of all OTLs and other adherence cadres that are already operating whether from department or from social development partners and other stakeholders. Promote the delivery of services offered to different groups with the aim to enhance quality, efficiency and client satisfaction. The goal is to place the recipient of care at the centre of service delivery while maximizing health system efficiency. Coordinate and manage the communication of end user/customer deliveries, including scheduling, transportation, delivery equipment and labour. Ensure that the facility develop a system for tracking and tracing clients who do not attend their club meetings and follows up within seven - fourteen days to determine whether they have collected their medication. Ensure that the service needs of clients are met and linking them to the appropriate resources and providers. Develop a stakeholder directory of adherence care and support service agencies and providers for referral processes; ensure that health talks and health education in the facility's waiting room, informing patients of available options for Differentiated Care are conducted. Ensure that the club schedule is made available to the facility, and that club venues and dates are shared with decanting Clinicians for cohorting purposes. Ensure continuous utilization of adherence plan for the individuals and support groups. Ensure that monthly schedule of health talks/adherence classes for the facilities, club meetings, in line with the AGL SOPs is developed. Evaluate the quality of all adherence, care and support services and identifying areas that need improvements. Compile report to inform the coverage and uptake of patients (HIV, TB and NCDs) decanted to Facility Pick up Points (Fac Pups), Adherence Clubs and External Pick up Points (Ext PuPs).

**ENQUIRIES APPLICATIONS**

: Ms T.M Banda: Deputy District Director: IDHSD Tel No: (032) 437 3500  
: All applications should be forwarded to: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620,

**NOTE**

KwaDukuza, 4450 or hand delivered to: 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza, 4450.

: 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 qualifications and other relevant documents on application only Z83 and CV required. 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).

**CLOSING DATE**

: 20 October 2023

**POST 36/84**

: **OPERATIONAL MANAGER NURSING GENERAL (MOPD) REF NO: MAD 51/ 2023 (X1 POST)**

**SALARY**

: Grade 1: R497 193 - R559 686 per annum. Plus 8% inhospitable allowance, 13th cheque, medical aid (optional) and housing allowance (employee must meet prescribed requirements).

**CENTRE REQUIREMENTS**

: Madadeni Provincial Hospital  
: Basic R425 Degree/ Diploma in General Nursing and Midwifery. Minimum of 7 years appropriate recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing. Knowledge, skills, training and competencies required: Demonstrate an in-depth understanding of nursing legislation and related legal and ethical Nursing. Practices. Knowledge and experience of the Public Service Policies, Acts and Regulations. Sound management, negotiations, interpersonal and problem solving skills. Good verbal and written communication skills. Sound working knowledge of nursing management with specialty. Knowledge of labour relations and disciplinary procedures. Basis financial management skills.

**DUTIES**

: Ensure clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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. 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. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper; treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Ensure department complies with National Core Standards. Ensure effective management and utilisation of resources. Strengthen ethics and professionalism.

**ENQUIRIES**

: Ms. N.W Kubheka Tel No: (034) 328 8037

- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.
- FOR ATTENTION NOTE** : The Recruitment Officer  
: Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2023. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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. EE Targets (African Male). 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.
- CLOSING DATE** : 20 October 2023
- POST 36/85** : **CLINICAL PROGRAMME CORDINATOR: (IPC) REF NO: MAD 52/ 2023 (X1 POST)**
- SALARY** : Grade 1: R497 193 - R559 686 per annum. Plus 8% inhospitable allowance, 13th cheque, medical aid (optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Madadeni Provincial Hospital  
: Basic R425 qualification Degree/ Diploma: General Nursing or Equivalent qualification that allows registration with (SANC). A minimum of 7 years' experience appropriate/ recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Valid Driver's License – please note it is imperative that the successful candidate has a valid driver's license as he/ she will be travelling regularly to Clinics and District Office. Recommendations: Certificate in Infection Prevention & Control. Computer literacy. Knowledge, Skills, Training and Competencies required: Knowledge of Nursing Care Processes and Procedures, Nursing Statutes and other Relevant Legal Frameworks I.e. Nursing Act, Infection Prevention & Control, Occupational Health & Safety Act. Patients Right Charter, Batho Pele Principals, Public Service Regulations, Grievance Procedures etc. Work effectively and amicably at a supervisory level, demonstrating leadership, organizational decision making and problem solving abilities. Demonstrate good report writing and presentation skills as a communication strategy to enhance service delivery. Financial and budget knowledge pertaining to the relevant resources under management. Knowledge about National Core Standards/Ideal hospital/Ideal clinic related to Infection. Prevention & Control.
- DUTIES** : Ensure that the development, implementation and review of Infection Prevention & Control guidelines, protocols, norms and standards are in line with current standards of practice regulations and the objectives of the service. Provide professional and technical support for the provision of quality patient care through proper management of relevant programmes e.g. Regular audits, accurate record keeping, identify health indicators and risk factors, in-service training/health education for all staff and clinics on Infection Control and Prevention. Surveillance of health care associated infections, anti-microbial resistance and notifiable conditions. Establish, maintain and participate in inter-professional and multi-disciplinary teamwork that promotes effective and efficient health care e.g. attend meetings, participate with members of the health team in decision making pertaining to health care delivery, consult/ liaise with organizations and special interest groups. Coordinates functions and activities of the Infection Prevention & Control. To ensure a high standard of infection prevention & control by monitoring infection risks to patients, visitors and Health Care workers. Ensure a high standard of thoroughness and

accuracy in minimizing further transmission of communicable diseases. Promote interdisciplinary/ intersectional liaison. Inculcates in every employee, patient and their families the knowledge, interests and alertness to principles of Infection Control.

**ENQUIRIES** : Mrs. A.B Singh Tel No: (034) 328 8037  
**APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.

**FOR ATTENTION** : The Recruitment Officer  
**NOTE** : Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2023. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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. EE Targets (African Male). 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.

**CLOSING DATE** : 20 October 2023

**POST 36/86** : **PROFESSIONAL NURSE SPECIALTY: (ICU) REF NO: MAD 54/ 2023**

**SALARY** : Grade 1: R431 265 - R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
Plus 8% inhospitable allowance, 13th cheque, medical aid (optional) and housing allowance (employee must meet prescribed requirements)

**CENTRE** : Madadeni Provincial Hospital  
**REQUIREMENTS** : Basic R425 Degree/Diploma in Nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. One (1) year post basic qualification in Critical Care Nursing Science. Registration with the SANC as a Professional Nurse. A minimum of 4 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Knowledge, skills, training and competencies required: Strong interpersonal, communication and presentation skills. Ability to make independent decisions. An understanding of the challenges facing the public health sector. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy. Depth knowledge of Acts, Policies, Procedures, Prescripts and Legislations.

**DUTIES** : Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Train and supervise junior staff and student nurses. Maintain accreditation standards by ensuring compliance with National Core Standards. Co-ordinate clinical activities of the unit. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Participate in nursing audits and maintain accurate records. Display a concern for patients, promoting advocating, and facilitating proper treatment and care. Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Strengthen ethics and professionalism. Provide safe and therapeutic environment for patients, staff and public. Participate in staff development using EPMSD System and other work related programmes and training.

**ENQUIRIES** : Ms. N.W Kubheka Tel No: (034) 328 8137  
**APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.

**FOR ATTENTION** : The Recruitment Officer  
**NOTE** : Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any

Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2023. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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. EE Targets (African Male). 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.

- CLOSING DATE** : 20 October 2023
- POST 36/87** : **CLINICAL NURSE PRACTITIONER (X2 POSTS)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum  
Grade 2: R528 696 – R645 720 per annum  
plus 8% inhospitable allowance, 13th cheque, medical aid (optional) and housing allowance (employee must meet prescribed requirements)
- CENTRE** : Madadeni Provincial Hospital:  
Newcastle Clinic Ref No: MAD 55/ 2023 (X1 Post)  
Rosary Clinic Ref No: MAD 56/2023 (X1 Post)
- REQUIREMENTS** : Basic R425 Degree/ Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a professional nurse. A post basic qualification with a duration of at least 1 year in Clinical assessment, treatment and care. A minimum of 4 years appropriate/ recognizable nursing experience after registration as a professional nurse with SANC in General Nursing. Knowledge, skills, training and competencies required: - Knowledge of all applicable legislation and guidelines, including scientific nursing and nursing principles. Good interpersonal relationship skills and good listening skills. Good communication and problem solving skills. Co-ordination and planning skills. Ability to relieve in the service areas. Team building and supervisory skills. Ability to formulate patient care related policies. Sound knowledge of the health programmes run at the PHC level. Sound knowledge of the Norms and Standards, Ideal Clinic and data management.
- DUTIES** : Demonstrate effective communication with patients, supervisors and other clinicians, including report writing and statistics. Assist the unit manager/ Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multidisciplinary team to ensure effective Nursing Care in the clinic. Implement and advocate for preventive and promotive health initiatives for clients and the community served by the clinic. Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic. Ensure effective implementation of National Norms and Standards and Ideal Clinic Realisation and Maintenance Framework. Supervision of patients and provision of basic patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the therapeutically environment in the clinic using EDL guidelines. Ensure clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in the clinic. Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations. Ensure that programme specific data collected is timeous and accurate. Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care. Refer patients promptly according to the set guidelines, protocols, policies. Ensure proper utilization and safe keeping of basic medical, surgical and pharmaceutical stock.
- ENQUIRIES** : Ms. N.W Kubheka Tel No: (034) 328 8137

- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Madadeni Hospital, Private Bag X6642, Newcastle, 2940.
- FOR ATTENTION NOTE** : The Recruitment Officer  
: Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2023. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, 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. EE Target (African Male). 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.
- CLOSING DATE** : 20 October 2023
- POST 36/88** : **PROFESSIONAL NURSE SPECIALTY: SURGICAL REF NO: GJGM59/2023 (X1 POST)**  
Component: Nursing Management Services  
Re-advertisement
- SALARY** : Grade 1: R431 265 per annum  
Grade 2: R528 696 per annum  
Other Benefits: 13th cheque, 8% inhospitable allowance, home owners allowance & medical aid. (To qualify: employee must meet all the prescribed policy requirements)
- CENTRE REQUIREMENTS** : General Justice Gizenga Mpanza Regional Hospital  
: **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 is 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** : Matron L.V Hadebe (Assistant Nurse Manager) Tel No: (032) 437 6137  
**APPLICATIONS** : Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450.

**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. African, Indian, Whites, Coloured males and White females, and persons with disabilities are encouraged to apply.

**CLOSING DATE** : 27 October 2023

**POST 36/89** : **PROFESSIONAL NURSE SPECIALTY – ICU REF NO: GJGM83/2023 (X1 POST)**  
 Component: Nursing Management Services

**SALARY** : Grade 1: R431 265 per annum  
 Grade 2: R528 696 per annum  
 Other Benefits: 13th cheque, 8% inhospitable allowance, home owners allowance & medical aid. (To qualify: employee must meet all the prescribed policy requirements)

**CENTRE** : General Justice Gizenga Mpanza Regional Hospital  
**REQUIREMENTS** : **Grade 1:** Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse plus post basic diploma in Nursing Qualification in the relevant speciality (Trauma or Intensive Care Nursing) with its duration on one (1) year accredited with



SANC. SANC (2023 receipt). A minimum of four (4) years appropriate/recognizable experience in Nursing after registration as a Professional Nurse. **Grade 2:** Degree/Diploma in General Nursing and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse plus post basic diploma in Nursing Qualification in the relevant speciality (Trauma or Intensive Care Nursing) with its duration on one (1) year accredited with SANC. SANC (2023 receipt). 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 specific speciality after obtaining the one (1) year post-basic qualification in Maternity. Knowledge, Skills and Competencies: Knowledge of Nursing Care, Processes and Procedures, Nursing Statutes 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.

**DUTIES**

: Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery. 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. Plan management according to identified problems. Ensure accurate record keeping for statistic purposes. Ensure adherence to the principles of IPC practices in the unit. Manage the unit in the absence of the supervisor. Manage the utilization of all the resources efficiently and effectively. Promote quality nursing care of the patients and ensuring that a healthy and safe environment is maintained. Assist in the co-ordination and implementation of the National Care Standards, Ideal Hospital Programmes in ICU and the Institution for better quality patient care. Maintain competence in the execution of his/her duties, while managing a high standard of performance including for others. Provision of optimal, holistic specialised critical nursing care with set standards within professional/legal framework. Be able to manage ventilated patients when necessary. Participate in formulation, analysis, implementation and monitoring of the unit objectives, policies and procedures.

**ENQUIRIES**  
**APPLICATIONS**

: Matron TH Mthembu (Assistant Nurse Manager) Tel No: (032) 437 6111  
: 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. African, Indian, Whites, Coloured males and White females, and persons with disabilities are encouraged to apply.

- CLOSINGDATE** : 27 October 2023
- POST 36/90** : **PROFESSIONAL NURSE SPECIALTY – OBSTETRICS & GYNAECOLOGY**  
**REF NO: GJGM82/2023 (X3 POSTS)**  
Component: Nursing Management Services
- SALARY** : Grade 1: R431 265 per annum  
Grade 2: R528 696 per annum  
Other Benefits: 13th cheque, 8% inhospitable allowance, home owners allowance & medical aid. (To qualify: employee must meet all the prescribed policy requirements)
- CENTRE REQUIREMENTS** : General Justice Gizenga Mpanza Regional Hospital  
: **Grade 1:** 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. **Grade 2:** 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.
- DUTIES** : 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.
- ENQUIRIES APPLICATIONS** : Matron DS Khanyezi (Assistant Nurse Manager) Tel No:(032) 437 6382  
: 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.

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**CLOSING DATE**

: 27 October 2023

**POST 36/91**

: **CLINICAL TECHNOLOGIST (ECHO CARDIOGRAPHER & PULMONARY FUNCTION TECHNOLOGIST) GRADE 1, 2 & 3 REF NO: GJGM76/2023 (X1 POST)**

Component: Medical Component

**SALARY**

: Grade 1: R359 622 per annum  
Grade 2: R420 015 per annum  
Grade 3: R491 676 per annum  
Other Benefits: 13th cheque, 12% inhospitable allowance, home owners allowance & medical aid. (To qualify: employee must meet all the prescribed policy requirements)

**CENTRE REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital  
: Diploma/Degree in Clinical Technology. Current Registration with the HPCSA as a Clinical Technologist. **Grade 1:** Experience none after registration with HPCSA in respect of RSA qualified employees who performed Community Service as required in SA. (One (1) year relevant experience after registration with HPCSA in clinical technology in respect to foreign qualified employees of whom it is not required to perform community service as required in SA. **Grade 2:** Experience Minimum of Ten (10) years' experience in clinical technology in respect of RSA qualified employees who performed community service as required in SA. Minimum of Eleven (11) years' experience in clinical technology in respect of foreign qualified employees of whom it is not required to perform community service in SA. **Grade 3:** Experience Minimum of Twenty (20) years' experience in clinical technology in respect of RSA qualified employees who performed community service as required in SA. Minimum of Twenty One (21) years' experience in clinical technology in respect of foreign qualified. Recommendation: A minimum of One (1) year experience with Echocardiography. Knowledge, Skills and Competencies: Excellence orientation concern for high quality of work) Strong customer orientation. Team Player. Ethical behaviour (Honesty). Leadership ability. Well organised. To perform adult echocardiograms and report on findings. To manage and perform

exercise stress tests (EST) in the stress laboratory. Perform pulmonary function tests including spirometer and other lung functions. To participate in departmental and teaching programs. To optimize work system in the echo/stress laboratory and pulmonary function testing. To manage bookings, monitor and evaluate.

**DUTIES**

: To perform echocardiograms/Exercise Stress Tests and pulmonary function testing in a safe manner and in accordance to DOH internal policies and procedures. To provide optimal patient care. Manage and maintain all medical equipment in accordance with DOH technical policies and procedures. Ensure that all DOH quality initiative programs are utilised for the patients under your management. Ensure that all patient clinical records are maintained and updated in accordance with the deadlines, policies & procedures and the DOH standards. Ensure that all financial policies and procedures are followed in the unit i.e. supplies for pulmonary function testing. Demonstrate the Batho Pele Values. The Clinical Technologist will render and promote cost effective, safe quality patient care in accordance DOH standards and policies. The incumbent will further be responsible for direct and/or indirect care of a patients, for assessing, planning and execution. The Clinical Technologist will also actively participate in Clinical Governance. Capacity to implement and maintain standards of health practice required from all accredited bodies and appropriate health legislation. Must be able to work under pressure in a constantly changing environment. Strong interpersonal skills required.

**ENQUIRIES**

: Dr BD Ramjiwan (HCU Internal Medicine) Tel No: (032) 437 6263

**APPLICATIONS**

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

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**CLOSING DATE**

: 27 October 2023

**POST 36/92**

: **DIAGNOSTIC RADIOGRAPHER REF NO: GJGM79/2023 (X1 POST)**  
Component: Allied Health Component

**SALARY**

: Grade 1: R359 622 per annum  
Grade 2: R420 015 per annum  
Grade 3: R491 676 per annum

Other Benefits: 13th cheque, 12% inhospitable allowance, home owners allowance & medical aid. (to qualify: employee must meet all the prescribed policy requirements), 12% inhospitable allowance.

**CENTRE REQUIREMENTS**

: General Justice Gizenga Mpanza Regional Hospital  
: Matric (Grade 12) or Senior Certificate. National Diploma/Degree in Diagnostic Radiography. Registration Certificate with the Health Professionals Council of SA (HPCSA). Current Registration practice receipt (2023/2024) with HPCSA as a Diagnostic Radiographer. **Grade 1:** Experience – No registration with HPCSA as a Diagnostic Radiographer. **Grade 2:** Experience – Minimum of Ten (10) years experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who perform Community Service as required in South Africa. Minimum of Eleven (11) years experience after registration with HPCSA in the relevant profession in respect of Foreign qualified employees of whom is not required to perform Community Service as required in South Africa. **Grade 3:** Experience – Minimum of Twenty (20) years experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who perform Community Service as required in South Africa. Minimum of Twenty One (21) years experience after registration with HPCSA in the relevant profession in respect of Foreign qualified employees of whom is not required to perform Community Service as required in South Africa. Knowledge, Skills and Competencies: Sound knowledge of public service legislations. Sound knowledge of Radiation Protection. Sound knowledge of Diagnostic Radiography practice and ethos. Sound knowledge of Diagnostic Radiography equipment policies and protocols. Good communication and interpersonal skills.

**DUTIES**

: Provide high quality Diagnostic Radiography Service observing safe radiation protection standards. Provide radiation protection to patients, staff and the public. Execute all clinical procedures competently to prevent complications. Provide and participate in Radiographic service during weekends and public holidays. Participate in quality assurance and quality improvement programmes. Assist clinicians on radiography related matters. Perform clerical duties when necessary. Participate in the implementation of NCS, Quality Assurance and Quality Framework. Promote Batho Pele principles in the execution of duties for service delivery.

**ENQUIRIES APPLICATIONS**

: Mr MR Leso (Deputy Director: Radiography) Tel No: (032) 437 6132  
: Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450.

**NOTE**

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cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints.

- CLOSING DATE** : 27 October 2023
- POST 36/93** : **PHYSIOTHERAPIST GRADE 1, 2 & 3 REF NO: GJGM81/2023 (X1 POST)**  
Component: Allied Health Component
- SALARY** : Grade 1: R359 622 per annum  
Grade 2: R420 015 per annum  
Grade 3: R491 676 per annum  
Other Benefits: 13th cheque, 12% inhospitable allowance, home owners allowance & medical aid. (to qualify: employee must meet all the prescribed policy requirements)
- CENTRE REQUIREMENTS** : General Justice Gizenga Mpanza Regional Hospital  
Degree in Physiotherapy. Registration with the Health Professions Council of South Africa as a Physiotherapist. **Grade 1:** Experience – None. **Grade 2:** Experience: Minimum of Ten (10) years relevant experience after registration with HPCSA as a Physiotherapist. **Grade 3:** Experience – Minimum Twenty (20) years relevant experience after registration with HPCSA as a Physiotherapist. Knowledge, Skills and Competencies: Knowledge of physiotherapy assessment and diagnostic procedures and equipment. Knowledge of institutional administrative tasks and duties / ethical code and scope of practice, relevant acts, policies and regulations, health and safety and infection control procedures. Good communication skills. Problem solving and analytical skills in patient care. Basic computer literacy skills. Clinical competence.
- DUTIES** : Plan, implement, evaluate, modify and progress appropriate treatment programmes. Ensure proper statistics, administrative and clinical records are maintained adhering to departmental regulations and ethical principles. Supervision of assistant physiotherapists, students and other support staff. To deputise and perform all functions of the chief physiotherapist in their absence. Initiate community programmes and render outreach services. Assist in the development of departmental policies and procedures. Implement Infection Control and Health & Safety Policies and Procedures. Liaise with multi – disciplinary professionals and function within a multi- disciplinary team. Assist in the planning and implementation of quality improvement programmes. Participate in staff development activities e.g. CPD, in-service training, case presentations etc. Attend regular in-service and continuous professional development training to improve clinical knowledge and skills. Participate in monitoring and evaluation programmes of the physiotherapy department, such as clinical and documentation audits, leave and attendance audits, Norms and Standards and Ideal Hospital assessments etc. Ensure safety and security of equipment and responsible use of consumable resources of the department. Rendering of a weekend and public holiday Physiotherapy service on a rotational basis.
- ENQUIRIES APPLICATIONS** : Mrs M Velan (Assistant Director: Physiotherapy) Tel No: (032) 437 6330  
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.
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responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Please take note that due to the large number of applications received, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Management reserves the right to allocate employee. GJGM Regional Hospital is an equal opportunity, affirmative employer, whose aim is to promote representivity in all occupational categories in the institution. Due to cost-cutting measures, S&T and Resettlement will not be paid to eligible candidates due departmental budgetary constraints. African, Indian, Whites, Coloured males and White females, and persons with disabilities are encouraged to apply.

- CLOSING DATE** : 27 October 2023
- POST 36/94** : **PUBLIC RELATIONS OFFICER REF NO: GJGM80/2023 (X1 POST)**  
Component: Management Services
- SALARY** : R359 517 per annum. Plus 13th cheque, medical aid (optional), housing allowance (employee must meet the prescribed requirements)
- CENTRE** : General Justice Gizenga Mpanza Regional Hospital
- REQUIREMENTS** : Grade 12/Senior Certificate. Degree/Diploma in Communication or Journalism. One to Two (1-2 years) relevant experience. Recommendations: Computer literacy. Valid Driver's license. Knowledge, Skills and Competencies: Good verbal and written communication skills. Maintaining of high volume of confidentiality. Good interpersonal skills. Planning and organizing skills.
- DUTIES** : Liaise with the media on behalf of the Health Institution and transmit official statements and information terms to the media or general public. Answer queries on behalf of the Health Institution and handle all complaints arising from reports about the Institution. Plan and take action to promote good relations between the general public, media, Health Institution and the Department. Compile official declaration and write speeches and reports in consultation with and on behalf of the Health Institution. Issue press release in consultation with and on behalf of the Health Institution with a special focus on determination and rectification of shortfalls within the Department service delivery. Advise the Health Institution and other line functionaries in respect of issues relating to liaising with the media or general public.
- ENQUIRIES** : Mrs EM Shabane (Acting CEO) Tel No: (032)4376010
- APPLICATIONS** : Applications should be directed to: Deputy Director: HRM, Private Bag X10609, Stanger, 4450 or hand delivered to: The Human Resource Department, General Justice Gizenga Mpanza Regional Hospital, Corner of Patterson & King Shaka Street, Stanger, 4450.
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- CLOSING DATE** : 27 October 2023
- POST 36/95** : **SENIOR FINANCE MANAGEMENT OFFICER REF NO: KH 25/2023 (X1 POST)**
- SALARY** : R359 517 - R420 402 per annum (Level 08). 13th cheque, medical aid (optional), home owner's allowance (employee must meet prescribed requirements).
- CENTRE REQUIREMENTS** : KwaMagwaza Hospital (Finance)  
Standard 10/Grade 12. An appropriate three (03) years National Diploma/Bachelor's Degree in Finance/Accounting/Cost and Management/Business administration. 3-5 years' experience in Finance Department., Computer Literacy. Proof of current and previous experience endorsed by Human Resources Department (not certificate of service) will be only required from shortlisted candidates. Computer Literacy. Good knowledge of Public Financial as well as relevant acts and regulations. Interpersonal and problem solving skills. Departmental and transversal system (e.g BAS, PERSAL & Vulindlela). Vast knowledge of Supply Chain Management. Good organizational and planning skills ability to make independent decisions. Ability to plan, build team spirit and meet deadlines. Knowledge of MS Office software applications.
- DUTIES** : Assist in the compilation of Budget for the institution and the submission of reports associated with budget process. Authorize commitments, payments, debts, receipts and journals on BAS. Draw, analyse and present financial reports. Manage suspense accounts and maintain debts file. Consolidate Financial and SCM monthly and quarterly reports. Ensure effective and efficient provision of demand, logistics and warehouse, acquisition and asset management services in SCM unit to support core services delivery. Identify risks and institute control measures to minimize financial risks in all departments. Monitor and Assess Finance and SCM staff performance as per EPMDS requirements. Oversee the reconciliation of transactions (Interface) on PERSAL with BAS. Ensure that safeguarding of all face value documents. Ensure that sufficient internal controls are in place and are implemented to ensure that all goods received are in line with goods that are ordered. Assist in the consolidation of the CEO Pack. Ensure that irregular, wasteful, fruitless and unauthorized expenditure is minimized. Carry-out all responsibilities delegates by Assistant Director: Finance.
- ENQUIRIES APPLICATIONS** : Mr B.S Mbokazi Tel No: (035) 450 8233  
All applications should be posted to: The Chief Executive Officer: KwaMagwaza Hospital Private Bag X808, Melmoth, 3835, hand delivered to KwaMagwaza Hospital KwaMagwaza Road or email to: [KwaMagwazaHospital.JobApp@kznhealth.gov.za](mailto:KwaMagwazaHospital.JobApp@kznhealth.gov.za)
- FOR ATTENTION NOTE** : Assistant Director: HRM  
Applications must be submitted on the new Prescribed Application for Employment form (Z83). This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The applications received on the incorrect (Z83) will not be considered. All required information on the Z83 must be provided. A detailed Curriculum Vita only must accompany the application form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Letter of confirmation of relevant work experience and managerial experience will only be required from the shortlisted applicants. The Reference Number must be indicated in the column (Part A) provided on the Z83 Form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. People 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 application was unsuccessful. Applicants in possession of foreign qualification if shortlisted will be required to produce evaluation certificate from the South African Qualifications Authority (SAQA) (only when shortlisted) All employees in 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 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 constraints no S&T and no Resettlement allowance claims will be considered for payment to candidates that are invited for an interview. NB: Preference will be given to African Male and people with disabilities.

- CLOSING DATE** : 20 October 2023
- POST 36/96** : **PROFESSIONAL NURSE GENERAL STREAM GRADE 1&2 REF NO: SMKH 24/2023 (X2 POSTS)**
- SALARY** : Grade 1: R293 670 – R337 860 per annum  
Grade 2: R358 626 – R400 275 per annum  
Other Benefits: 8% inhospitable allowance of basic salary, 13th cheque, medical aid (optional), home owner's allowance (employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : KwaMagwaza Hospital (Maternity)  
: **Grade 1:** Grade 12/Senior Certificate. Degree/Diploma in General Nursing Midwifery. Registration with South African Nursing Council as Professional Nurse with Midwifery. Current registration (2023) with the SANC as a Professional Nurse. Proof of current and previous experience endorsed by Human Resources Department (not certificate of service) will be only required from shortlisted candidates. **Grade 2:** Grade 12/Senior Certificate. Degree/Diploma in General Nursing Midwifery. Registration with South African Nursing Council as Professional Nurse and Midwifery. Current SANC receipt. A minimum of fourteen (14) years appropriate/recognisable experience after registration with SANC as Professional Nurse and Midwifery. Proof of current and previous experience endorsed by Human Resources Department (not certificate of service) will be only required from shortlisted candidates. Knowledge of nursing care processes and procedures. Knowledge of nursing statutes and other relevant legislative frameworks. Knowledge of Health Care Service delivery. Knowledge of disciplinary codes and procedures. Knowledge of Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho-Pele Principles, Public Service Regulations and Labour Relations Act. Knowledge of basic/standard management principle of approach. The ability to function well with a team. Sound communication, interpersonal, counselling and time management skills. Understanding of Human Resources needs and developments.
- DUTIES** : Provision of optimal, holistic specialized care with set standards and within a professional/legal framework. Manage the utilization of all resources efficiently and effectively. Participation in training and research. Provision of support to Nursing Services. Maintain Professional growth/ethical standards and self-development. Participate in the analysis, formulation and implementation of policies, practices and procedures. Ensure that a Healthy and safety environment is maintained. Monitor and Control the quality of patient care. Co-ordinate the implementation of Ideal Hospital OHSC norms and standards. Establish and maintain constructive working relationship with Nursing and other stakeholders.
- ENQUIRIES APPLICATIONS** : Mrs N.J Dlangamandla Tel No: (035) 450 8323  
: all applications should be posted to: The Chief Executive Officer: KwaMagwaza Hospital Private Bag X808, Melmoth, 3835, hand delivered to KwaMagwaza Hospital KwaMagwaza Road or email to: [KwaMagwazaHospital.JobApp@kznhealth.gov.za](mailto:KwaMagwazaHospital.JobApp@kznhealth.gov.za)
- FOR ATTENTION NOTE** : Assistant Director: HRM  
: Applications must be submitted on the new Prescribed Application for Employment form (Z83). This is obtainable from any Public Service Department or from the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za). The applications received on the incorrect (Z83) will not be considered. All required information on the Z83 must be provided. A detailed Curriculum Vita only must accompany the application

form (Z83). Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Letter of confirmation of relevant work experience and managerial experience will only be required from the shortlisted applicants. The Reference Number must be indicated in the column (Part A) provided on the Z83 Form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. People 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 application was unsuccessful. Applicants in possession of foreign qualification if shortlisted will be required to produce evaluation certificate from the South African Qualifications Authority (SAQA) (only when shortlisted) All employees in 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 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 constraints no S&T and no Resettlement allowance claims will be considered for payment to candidates that are invited for an interview. NB: Preference will be given to African Male and people with disabilities.

**CLOSING DATE**

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20 October 2023