

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

ERRATUM: Kindly note that the following posts were advertised in Public Service Vacancy Circular 06 dated 16 February 2024, The Medical Officer Ophthalmology Ref No: GS 9/24 (X1 Post) and Medical Officer Internal Medicine Ref No: GS10/24 (X1 Post) (under Umngungundlovu Health District: Greys Hospital) have been withdrawn.

MANAGEMENT ECHELON

<u>POST 07/43</u>	:	<u>CHIEF EXECUTIVE OFFICER REF NO: G30/2024</u> Cluster: Hospital Management Services
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 162 200 - R1 365 411 per annum (Level 13), an all-inclusive salary package General Justice Gizenga Mpanza Hospital An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's licence (Code 08). Recommendation: Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.
<u>DUTIES</u>	:	Job Purpose: To plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective and efficient manner, working with the key executive management team at the hospital and within the legal and regulatory framework, and government requirements, to represent the hospital authoritatively at provincial and public forums, to provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans as well as the Department's strategies goals and Objectives. Financial Management: Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, financial planning, resource mobilization, including monitoring and evaluation; Ensure appropriate asset management and accountability of all assets of the institution; Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress; Maximize revenue through collection of all income due to the hospital. Facilities Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to for infrastructure planning and timeous maintenance of facilities and its equipment. Human Resource Management: Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources; Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety committees; Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority in line with PFMA, and Supply Chain Management prescripts; Ensure that goods and services are procured in a cost effective and timely manner; Ensure sound contract management for all contracted services. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Board and other relevant oversight committees/bodies; Ensure the establishment of the relevant governance structures linked to clinical and non- clinical functions and

		responsibilities; Manage all the institutions risks and implement strategies to ensure optimal achievement of health outcomes.
<u>ENQUIRIES</u>	:	Mrs RT Dube Tel No: (033) 940 2499
<u>APPLICATIONS</u>	:	all applications should be forwarded to: The Chief Director: Human Resource Management Services, KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 or Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower.
<u>FOR ATTENTION</u>	:	Mr. A Memela
<u>NOTE</u>	:	Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed, initialled and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV only (with detailed experience). Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. NB: For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for a SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/ . Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by employer/s prior to the date of the interview.
<u>CLOSING DATE</u>	:	08 March 2024
<u>POST 07/44</u>	:	<u>CHIEF EXECUTIVE OFFICER REF NO: G31/2024</u> Cluster: Hospital Management Services
<u>SALARY</u>	:	R1 162 200 - R1 365 411 per annum (Level 13), an all-inclusive salary package
<u>CENTRE</u>	:	Newcastle Provincial Hospital
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's licence (Code 08). Recommendation: Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PMFA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.
<u>DUTIES</u>	:	Job Purpose: To plan, direct, co-ordinate and manage the delivery of clinical and administrative support services in an effective an efficient manner, working with the key executive management team at the hospital and within the legal and regulatory framework, and government requirements, to represent the

hospital authoritatively at provincial and public forums, to provide strategic leadership to improve operational efficiency within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic plan for the Hospital to ensure that it is in line with the 10-point plan, national, provincial, regional and district plans as well as the Department's strategies goals and Objectives. Financial Management: Ensure that adequate policies, systems and procedures are in place to enable prudent management of financial resources, financial planning, resource mobilization, including monitoring and evaluation; Ensure appropriate asset management and accountability of all assets of the institution; Identify strategic and operation risks and ensure that strategies are in place to address these, as well as monitor the progress; Maximize revenue through collection of all income due to the hospital. Facilities Management: Ensure business support and systems to promote optimal management of the institution as well as optimal service delivery, ensure that systems and procedures are in place to for infrastructure planning and timeous maintenance of facilities and its equipment. Human Resource Management: Implement and maintain human resource management policies and guidelines, systems and procedures that will ensure effective and efficient utilization of human resources; Promote a safe and healthy working environment through compliance with the Occupational Health and Safety Act, including occupational health and safety committees; Ensure continuous development and training of personnel and implement monitoring and evaluation of performance. Procurement and Management of Equipment and Supplies: Implement a procurement and provisioning system that is fair, transparent, competitive and cost effective in terms of provincial delegated authority in line with PFMA, and Supply Chain Management prescripts; Ensure that goods and services are procured in a cost effective and timely manner; Ensure sound contract management for all contracted services. Clinical and Corporate Governance: Oversee clinical governance to ensure high standards of patient care, establish community networks and report to the Hospital Board and other relevant oversight committees/bodies; Ensure the establishment of the relevant governance structures linked to clinical and non- clinical functions and responsibilities; Manage all the institutions risks and implement strategies to ensure optimal achievement of health outcomes.

**ENQUIRIES
APPLICATIONS**

: Mrs RT Dube Tel No: (033) 940 2499
 : all applications should be forwarded to: The Chief Director: Human Resource Management Services, KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 or Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower.

**FOR ATTENTION
NOTE**

: Mr. A Memela
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and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by employer/s prior to the date of the interview.

- CLOSING DATE** : 08 March 2024
- POST 07/45** : **CHIEF EXECUTIVE OFFICER REF NO: G32/2024**
Cluster: Hospital Management Services
- SALARY** : R1 162 200 - R1 365 411 per annum (Level 13), an all-inclusive salary package
CENTRE : Ladysmith Regional Hospital
REQUIREMENTS : An undergraduate qualification (NQF level 7) in a clinical related field, with a valid registration with the relevant professional body, A post graduate degree/ diploma in management. 5 years of experience at senior managerial level. Unendorsed valid Code B driver's licence (Code 08). Recommendation: - Management experience at a Regional/Tertiary Hospital will be an added advantage. Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Core Competencies: Strategic capability and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.
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CLOSING DATE : 08 March 2024

OTHER POSTS

POST 07/46 : **CHIEF EXECUTIVE OFFICER REF NO: G34/2024**
Cluster: Hospital Management Services

SALARY : R958 824 per annum (Level 12), an all-inclusive MMs salary package
CENTRE : Christ the King Hospital
REQUIREMENTS : Matric Certificate (Grade 12), A Degree/Advanced Diploma in a health-related field, registration with relevant professional council; Plus, A degree/diploma in health management or Degree/Advanced in a management field. Plus, at least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver's licence (Code 08). Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislation such as Nation Health Act, Public Finance Management Act (PMF), Public Service Act and related regulations and policies. Core Competencies: Strategic capacity and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.

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**ENQUIRIES
APPLICATIONS**

: Mr J Mndebele Tel No: (033) 395 3274
 : all applications should be forwarded to: The Chief Director: Human Resource Management Services, KZN Department of Health, Private Bag X9051, Pietermaritzburg, 3200 or Hand delivered to: 330 Langalibalele Street Natalia Building, Registry, Minus 1:1 North Tower.

**FOR ATTENTION
NOTE**

: Miss L Mthlane
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CLOSING DATE

: 15 March 2024

POST 07/47

: **CHIEF EXECUTIVE OFFICER REF NO: G35/2024**
Cluster: Hospital Management Services

SALARY
CENTRE
REQUIREMENTS

: R958 824 per annum (Level 12), an all-inclusive MMs salary package
: Richmond Hospital
: Matric Certificate (Grade 12), A Degree/Advanced Diploma in a health-related field, registration with relevant professional council; Plus, A degree/diploma in health management or Degree/Advanced in a management field. Plus, at least 5 (five) years management experience in the health sector. Experience as a health service manager or significant experience in management in a health service environment. Unendorsed valid Code B driver's licence (Code 08). Knowledge, Skills, Training and Competencies Required: Knowledge of relevant legislation such as Nation Health Act, Public Finance Management Act (PMF), Public Service Act and related regulations and policies. Core Competencies: Strategic capacity and leadership, Programme and Project Management, Financial management, Management of people and empowerment. Progress Competencies: Service delivery innovation, knowledge management, Problem solving and analysis, Communication, Client orientation and customer focus.

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FOR ATTENTION

: Miss L Mthalane

NOTE

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CLOSING DATE

: 15 March 2024

POST 07/48

: **ASSISTANT MANAGER NURSING (SPECIALTY) REF NO: UMG 02/2024 (X2 POSTS)**

SALARY

: R683 838 per annum. Other benefits: (medical aid optional), Housing Allowance (applicant must meet prescribed requirements)

CENTRE

: Umgeni Specialized Psychiatric Hospital: Howick

REQUIREMENTS

: Senior certificate/Grade 12 or equivalent. Degree/Diploma in General Nursing and Psychiatry plus Diploma in advanced Psychiatric nursing. A minimum of ten years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 6 years of the period referred to above must be appropriate/recognizable experience after obtaining one year post basic qualification in advanced Psychiatry nursing. A minimum of three years of the period above must be appropriate/recognizable experience at Operational level/supervisory level. "(applicants are not submitting copies/certified copies/attachments/ proof/certificates/ID/Driver license/qualifications on application, only when shortlisted. Computer literacy. Recommendations: Degree/diploma in Nursing Management will be an advantage. Knowledge and Skills: Knowledge of Nursing prescripts, policies, procedures and protocols. Knowledge and experience of the Public Service policies, Mental Health Acts and regulations. Sound management, negotiation, interpersonal relations, disciplinary procedures and basic financial management skills. Good verbal and written communication, problem solving and project management skills. Ability to function well within the team. Sound knowledge of psychiatric patient treatment. Appropriate understanding of nursing scope of practice and nursing standards. Good supervisory skills.

DUTIES

: Provide guidance and leadership towards the realization of the institutional strategic and operational goals. Delegate, supervise and coordinate the provision of effective and efficient patient care through adequate nursing care within legal framework. Coordinate and facilitate the development of quality for all nursing categories within area of supervision. Ensure the implementation of National, Provincial and District Quality Improvement initiatives at hospital level. Participate in formulation of policies, procedures and implementation thereof. Assist in achievement of Ideal hospital and six priority areas within the hospital. Control provision of nursing care in the area of supervision through allocation and supervision of human and financial resources. Monitor and ensure that all nurses are licensed to practice. Ensure implementation of procedures that maintain effective infection control and occupational health and safety measures in accordance with Occupational Health and safety legislation. Carry out regular review and explore opportunities for professional development and ensure training and development of the nursing staff within the zone/area. Deal with grievance and labour relation issues in terms of laid down policies, procedures i.e. manage work place discipline. Monitor the implementation of the employee's performance and development system and

		deal with identified developmental needs. Ensure security and safety of Mental Health Care users.
<u>ENQUIRIES</u>	:	Mrs ST Chule Tel No: (033) 330 6146, ext. 113
<u>APPLICATIONS</u>	:	Applications quoting the relevant reference UMG 02/2024 should be forwarded as follows: The Acting Chief Executive Officer, Department of Health, Umgeni Hospital, Private Bag X23, Howick, 3290. No faxed applications will be considered.
<u>FOR ATTENTION</u>	:	Mr J Situma
<u>NOTE</u>	:	Applications must be submitted on the prescribed amended Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Certified copies of qualifications will only be requested from shortlisted candidates. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Persons with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised post are free to apply. Due to financial constraints in the Department no S &T will be paid to candidates invited for interviews.
<u>CLOSING DATE</u>	:	11 March 2024
<u>POST 07/49</u>	:	<u>OPERATIONAL MANAGER (SPECIALTY) REF NO: UMG 01/2024</u>
<u>SALARY</u>	:	R627 474 per annum. Other benefits: (medical aid optional), Housing Allowance (applicant must meet prescribed requirements)
<u>CENTRE</u>	:	Umgeni Specialized Psychiatric Hospital: Howick
<u>REQUIREMENTS</u>	:	Senior certificate/Grade 12 or equivalent. Degree/Diploma in General Nursing and Psychiatry Nursing. Diploma in advanced Psychiatric Nursing. A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least five years of the period referred to the above must be appropriate/recognizable experience after obtaining one (1) year post basic qualification in advanced Psychiatric Nursing. Valid driver's license. Computer literacy. Recommendations: Degree/diploma in Nursing Management will be an advantage. Knowledge and Skills: Good communication, leadership, interpersonal skills. Conflict management and knowledge of labour basic qualification in Psychiatry (Advanced Psychiatric Nursing). Relations and disciplinary process/procedures. Human Resources and financial management skills. Sound knowledge of disciplinary processes and grievance procedures. Knowledge of nursing care processes and procedures. Knowledge of Occupational Health and Safety, Infection Control, medical waste and risk assessment and Mental Health Care Act and team building and supervisory skills.
<u>DUTIES</u>	:	Manage and lead the unit in rendering efficient and professional nursing care as laid down by the Nursing Act. Engages in clinical assessment of Mental Health Care Users in a specialized psychiatric setting. Work effectively, co-operatively, amicably at supervisory level with person of diverse intellectual cultural racial or differences. Ensures provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and health care in the unit. Participates in training and research with a view to increase body of knowledge in a specialized psychiatric setting. Implement standards, practices, criteria and indicators for quality nursing practices. Maintain constructive working relationships with nursing and other stakeholders. Exercise control and account for expenditure by managing and monitor utilization of human, financial and material resources. Manage the disciplinary and grievance matters including monitoring and managing for absenteeism in terms of laid down policies and procedures. Maintain professional growth/ethical standards and development of self and personnel by analyzing their needs, formulating and implementing the training and development strategies and monitoring its effectiveness. Participate in performance reviews

		i.e. EPMDs. Participate in health promotion and illness prevention initiatives within the institution.
<u>ENQUIRIES</u>	:	Mrs. ST Chule Tel No: (033) 330 6146, ext. 113
<u>APPLICATIONS</u>	:	Applications quoting the relevant reference UMG 01/2024 should be forwarded as follows: The Acting Chief Executive Officer, Department of Health, Umgeni Hospital, Private Bag X23, Howick, 3290. No faxed applications will be considered.
<u>FOR ATTENTION</u>	:	Mr J Situma
<u>NOTE</u>	:	Applications must be submitted on the prescribed amended Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Certified copies of qualifications will only be requested from shortlisted candidates. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Persons with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised post are free to apply. Due to financial constraints in the Department no S &T will be paid to candidates invited for interviews.
<u>CLOSING DATE</u>	:	11 March 2024
<u>POST 07/50</u>	:	<u>CHIEF OCCUPATIONAL THERAPIST GRADE 1&2 REF NO: LRH 07/2024 (X1 POST)</u> Component: Rehab
<u>SALARY</u>	:	Grade 1: R520 785 – R578 367 per annum Grade 2: R595 251 – R658 482 per annum Other benefits: 13th Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional)
<u>CENTRE</u>	:	Ladysmith Regional Hospital
<u>REQUIREMENTS</u>	:	National Senior Certificate / Grade 12. Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Occupational Therapist. Current registration with the HPCSA as Occupational Therapist. Grade 1: A minimum of three (03) years relevant experience after registration with the Health Professions Council of South Africa (HPCSA) as Occupational Therapist. Grade 2: A minimum of eight (08) years relevant experience after registration with the Health Professional Council (HPCSA) as Occupational Therapist. NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Knowledge, Skills, Training, and Competencies: Sound knowledge and skill in occupational therapy and general diagnostic and therapeutic Procedures. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem-solving and apply analytical processes to patient care. Supervisory skill for junior staff and students.
<u>DUTIES</u>	:	Quality improvement initiatives: clinical guidelines, teaching and training, audits (core standards, infection control, ideal hospital, etc.). Execute all occupational management duties, functions and responsibility to the best of ability and within all applicable legislation. Manage and provide a high quality promotive and curative occupational therapist service according to patient needs Give expert clinical advise and factual information of a professional nature on institutional services. Provide a consultative occupational therapist service to health professionals and patients. Monitor and evaluate the occupational services to comply with the valid standards and indicators, implement Quality Assurance Programmes for overall effective services. Develop protocols to ensure that the diets comply with dietary recommendations. Make recommendations with regards to policies/strategies for effective functioning of the occupational unit. Act as a consultant in the patient curative and rehabilitation programmers.
<u>ENQUIRIES</u>	:	Mr N.R .Fakeni (Assistant Director: Physiotherapist) Tel No: (036) 637 2111

APPLICATIONS : All applications should be emailed to LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370.

FOR ATTENTION NOTE : Mr S.L.Dlozi
 : Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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 : 08 March 2024

POST 07/51 : **CHIEF OCCUPATIONAL THERAPIST REF NO: NDH 05/2024 (X1 POST)**

SALARY : Grade 1: R520 785 – R578 367 per annum
 Grade 2: R595 251 – R658 482 per annum
 Other benefits: 13th Cheque, Housing Allowance (employees must meet the prescribed requirements), (Medical Aid Optional).

CENTRE REQUIREMENTS : Northdale Hospital - The Pietermaritzburg Assessment and Therapy Centre
 : **Grade 1:** A Minimum of three (03) years appropriate experience in Occupational Therapist after registration with the Health Professions Council of South Africa (HPCSA). Senior certificate / grade twelve certificate or equivalent qualification. Appropriate qualification as an Occupational Therapist Plus current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist Plus experience with working with neurological impaired paediatric patients Plus driver's license. **Grade 2:** A Minimum of eight (08) years appropriate experience in Occupational Therapist after registration with the Health Professions Council of South Africa (HPCSA). Senior certificate / grade twelve certificate or equivalent qualification. Appropriate qualification as an Occupational Therapist Plus current registration with the Health Professional Council of South Africa (HPCSA) as an Occupational Therapist Plus experience with working with neurological impaired paediatric patients Plus driver's license. NB: Only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills and Experience: Sound knowledge and skill in OT paediatric and general diagnostic and therapeutic procedures. Skill and knowledge in the use of OT equipment and Assistive devices, therapeutic modalities (splinting, sewing and seating. Knowledge of departmental administrative tasks. Knowledge of ethical code and scope of practice. Ability to problem- solve and applies analytical processes to patient care. Supervisory skill for junior staff and students. Ability to plan and work in a Multidisciplinary team. Excellent verbal and written communication skills.

DUTIES : To ensure comprehensive assessment and therapeutic management of patients in the Occupational Therapy Department. To plan and implement and optimal Occupational Therapy service in accordance with the rules, regulation & scope of practice as provided by the HPCSA. Perform clinical responsibilities with applicable legislation. Ensure a comprehensive paediatric and general OT service encompassing assessment, treatment, caregiver training, group work and block therapy. Manufacturing of assistive devices, splints, and pressure

garments. To monitor and participate in Community Outreach and home visits. To assist patients with specialised seating in wheelchairs and buggies. To perform medico-legal assessments and provision of ongoing care, based on the outcomes of assessments. Assume effective clinical administrative responsibilities: Patient Report writing, Medico Legal report writing. To review reports written by Occupational Therapy staff members before being released. Attend multidisciplinary case discussion meetings. Attend product training. To manage the Occupational Therapy Department's staff. To provide orientation to all new staff members and community service occupational therapists. Mentorship, support, education and training of staff members and ends. Initiate/implement and participate in professional development programme and teaching. Maintain Record of all CPD trainings for Occupational Therapy Department. Monitoring and evaluating of wheelchair Repair site with DPSA wheelchair repairers. Ensuring implementation of Quality Assurance programme within the Occupational Therapy Department. Initiate, implement and Monitor Quality Assurance Audits within the department (Clinical Audits and QIP's). Ensure compliance with National Core Standards. Ensure compliance with Infection, Prevention and Control Policies and guidelines. Ensure compliance with Occupational Health and Safety policies and guidelines. To ensure adequate equipment and resource management. Planning, develop and implementation of operational and procurement plans for the department. Monitor procurement and budget plans for the department. Manage appropriate utilization of the budget and procurement of equipment. Implement stock control measures. Maintain good record keepings of all consumable in department and order when required. Assuming of Administrative Responsibilities. Attend provincial, district, Head of Department, multidisciplinary and departmental meetings. Report and action the resolutions of the meetings attended. Collect, Analyse and Collate departmental statistics. Report writing (Programme and Medico Legal). Leave Management. Labour Relations (grievance management). Performance Appraisals (EPMDS).

- ENQUIRIES** :
- APPLICATIONS** :
- FOR ATTENTION** :
- CLOSING DATE** :
- POST 07/52** :
- SALARY** :
- CENTRE** :
- REQUIREMENTS** :
- DUTIES** :

Dr L Meneses-Turino Tel No: (033) 397 6512

All applications to be posted to: The Human Resource Department, Northdale Hospital Private Bag X9006, Pietermaritzburg, 3201.

Mrs NR Madlala

08 March 2024

OPERATIONAL MANAGER NURSING NIGHT DUTY REF NO: MAD 05/ 2024

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)

Madadeni Provincial Hospital

Basic R425 qualification (i.e. Diploma/Degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Minimum of 7 years appropriate recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing. Recommendation: Midwifery, Psychiatry and Previous experience in Nursing Management. Knowledge, Skills, Training and Competencies Required: Advanced knowledge and skills of nursing care processes and procedures, nursing statutes and other relevant legal framework Nursing Act, Health Act, Occupational Health and Safety act, Labour relations Act, Public service regulations Patients' Rights Charter, Batho Pele principles, etc. Strong interpersonal, communication (verbal and written) and presentation skills. Ability to make independent decisions, problem solving and conflict resolution. Ability to prioritize issues and other work related matters and to comply with time frames. High level of accuracy, initiative and innovation. Insight into the public health sector strategies and priorities including nursing strategy, standard procedure and policies pertaining to nursing care. Basic computer skills. Knowledge of nursing care delivery approaches. Sound knowledge of Nursing Management. Conflict management, Mentorship, supervisory and change management skills.

Provide effective and professional leadership during the night. Ensure adequate coverage and supervision of staff in all units to allow provision of quality patient care in an efficient and cost effective manner. Facilitate and strengthen implementation of health care services delivery policies, procedures, clinical guidelines, protocols, plan and strategies aimed at achieving service excellence. Promote implementation of Batho Pele

principles, Patient's Rights Charter and acceptable professional/ clinical-ethical standards within the applicable legal framework. Participate and ensure implementation on National Core Standards, National Health Priorities and quality improvement initiatives including national priority program plans. Identify staff training needs, ensure that effective development takes place and monitor performance thereof. Demonstrate effective communication with staff, patients, colleagues, clinicians and other stakeholders including report writing and presentation. Ensure effective efficient management and utilization of resources including staff, material, financial etc. Exercise control of discipline, grievance and labour relations in terms of laid down policies, procedures. Ensure effective data management at night. Ensure all night services are coordinated. Improve quality of care through reduction of patient complains, public complains and waiting times. Ensure that accurate, reliable statistics and reports are generated. Deal with grievances and labour relation issues in terms of laid down policies and procedures.

- ENQUIRIES** : Ms. R.M Sithole 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. 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** : 15 March 2024
- POST 07/53** : **OPERATIONAL MANAGER (GENERAL) NIGHT DUTY REF NO: UMG 03/2024**
- SALARY** : R497 193 per annum. Other benefits: (Medical Aid Optional), Housing Allowance (applicant must meet prescribed requirements)
- CENTRE** : Umgeni Specialized Psychiatric Hospital: Howick
- REQUIREMENTS** : Senior certificate/Grade 12 or equivalent. Degree/Diploma in General Nursing plus Diploma in basic Psychiatry. A minimum of seven (7) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. "(applicants are not submitting copies/certified copies/attachments/ proof/certificates/ID/Driver license/qualifications on application, only when shortlisted). Valid driver's license. Recommendations: Computer literacy. Knowledge and Skills: Knowledge of Nursing legislation and related legal and ethical nursing practices e.g. Nursing Act, Mental Health Act, Health Act, Patient's Rights Charter, Batho Pele principles etc. Knowledge of guidelines for Mental Illness Disorders. Good communication, leadership, interpersonal and conflict management skills. Knowledge of SANC rules and regulations. Basic understanding and knowledge of Labour Relations and disciplinary processes. Knowledge of Human Resources and financial management skills. Knowledge of scope of practice. Knowledge of nursing care processes and procedures. Supervisory skills.
- DUTIES** : Ensure adequate coverage and supervision of staff and provision of quality patient care in an efficient and cost effective manner. Facilitate and strengthen implementation of health Care services delivery policies, procedures, clinical

guidelines, protocols, plans and strategies aimed at achieving service delivery. Promote implementation of Batho Pele principles, Patients' Rights Charter and acceptance of Professional/clinical-ethical standards within the applicable legal framework. Identify staff training needs, ensure that effective development takes place and monitor performance thereof. Demonstrate effective communication with staff, patients, colleagues, clinicians and other stake holders, including report writing and presentation. Ensure effective and efficient management and utilization of resources, including staff, material, financial etc. Exercise control of discipline, grievance and labour relations in terms of laid down policies and procedures. Ensure effective data management at night and proper handing over of night reports to Nursing Management. Ensure all night services are coordinated. Relieve Night Managers when not on duty. Ensure a safe environment for both patients and staff on night duty.

- ENQUIRIES** : Mrs ST Chule Tel No: (033) 330 6146, ext. 113
- APPLICATIONS** : Applications quoting the relevant reference UMG 03/2024 should be forwarded as follows: The Acting Chief Executive Officer, Department of Health, Umgeni Hospital, Private Bag X23, Howick, 3290. No faxed applications will be considered.
- FOR ATTENTION** : Mr. J Situma
- NOTE** : Applications must be submitted on the prescribed amended Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Certified copies of qualifications will only be requested from shortlisted candidates. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. Persons with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). Applicants are respectfully informed that, if no notification of appointment is received within 2 months after the closing date, they must accept that their applications were unsuccessful. Applicants are not required to submit copies of qualifications and other relevant documents on the application. Such documents will be requested from shortlisted candidates only. All employees in the Public Service that are presently on the same salary level but on a notch/package above that of the advertised post are free to apply. Due to financial constraints in the Department no S &T will be paid to candidates invited for interviews.
- CLOSING DATE** : 11 March 2024
- POST 07/54** : **RADIATION ONCOLOGY RADIOGRAPHER (RADIOTHERAPIST) REF NO: RAD RADIOONCO/1/2024 (X4 POSTS)**
Department: Radiation Oncology
- SALARY** : Grade 1: R444 741 per annum
Grade 2: R520 785 per annum
Grade 3: R612 642 per annum
Plus 13th Cheque, Medical Aid optional and Housing Allowance- Employee must meet prescribed requirements.
- CENTRE** : EThekweni Oncology complex (Inkosi Albert Luthuli Central Hospital and Addington Hospital)
- REQUIREMENTS** : Diploma or Bachelor degree in Radiography. Registration with HPCSA as Radiographer oncology, Current registration with the Health Professions Council of South Africa as a Radiographer (Radiotherapy Oncology). Knowledge, Skills, Training and Competences Required: Knowledge of radiotherapy standard techniques, dose protocols, equipment and accessories associated with relevant techniques and including specialized techniques. Knowledge of basic quality assurance in Radiotherapy, radiation effects & Radiation protection on patients. Anatomy vs. tumor treatment vs. effects on physiology care patterns for patients. Taking and evaluating of Portal images / C.T. scans and MRI scans for treatment planning purposes. Knowledge of Radiotherapy Planning. Good interpersonal skills and basic supervisory skills. Must have the ability to perform effectively in a team. Knowledge of basic patient care.
- DUTIES** : Undertake all basic radiation planning and treatment preparation including the tumor localization, graphic planning, radiation dose calculation and the necessary data preparation needed for treatment accessory construction. Undertake Brachytherapy Planning and treatment procedure. Liaise with the

Physicist, Oncologist, Oncology nurses, relatives and the patient. Safely operate, care and construct accessories and immobilization devices used in the planning and treatment of the patient. Dosimetry checks done before delivery of treatment. Ensure accurate records kept of the course of Radiotherapy treatment delivered. Serve as Health and Safety Representative. Provide afterhours duties and rotate between Inkosi Albert Luthuli Central Hospital Radiotherapy department and Addington Hospital Radiotherapy department when needed.

**ENQUIRIES
APPLICATIONS**

: Ms. T. Hlengwa Tel No: (031) 240 1857
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.

NOTE

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Person with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying.

CLOSING DATE

: 08 March 2024

POST 07/55

: **PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) –
NEPHROLOGY REF NO: PN (SPECNURS) NEPHR/1 /2024 (X3 POSTS)**
 Department: Critical Care Areas/Haemodialysis

SALARY

: Grade 1: R431 265 per annum
 Grade 2: R528 696 per annum
 Plus 13th cheque: Housing Allowance-Employee to meet prescribed requirements: Medical Aid: optional.

**CENTRE
REQUIREMENTS**

: Inkosi Albert Luthuli Central Hospital
 : Grade 12/Matric/Senior Certificate or equivalent qualification. Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Certificate of registration with SANC as a Professional Nurse. One (1) year post basic qualification in Nephrology Nursing accredited by SANC. Current registration with SANC as General Nurse and Nephrology Nursing (SANC receipt 2024).
Grade 1: A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Certificate of Service from previous and current employer endorsed and stamped by HR. Knowledge, Skills, Training and Competencies Required: Demonstrate a

comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to prioritize matters related to work and patient care. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team.

DUTIES

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

**ENQUIRIES
APPLICATIONS**

: Dr H Ndemera Tel No: (031) 240 1063, Acting Nurse Manager
 : All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058

NOTE

: An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Person with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying.

CLOSING DATE

: 08 March 2024

- POST 07/56** : **PROFESSIONAL NURSE: (SPECIALTY NURSING STREAM) ADVANCED MIDWIFERY AND NEONATOLOGY NURSING REF NO: PN: PN (SPEC NURS) ONG/1/2024 (X3 POSTS)**
Department: Obstetrics and Gynaecology Dept
- SALARY** : Grade 1: R431 265 per annum
Grade 2: R528 696 per annum
Plus 13th cheque: Housing Allowance (employee to meet prescribed requirements): Medical Aid: optional
- CENTRE REQUIREMENTS** : Inkosi Albert Luthuli Central Hospital
: Grade 12/Matric/Senior Certificate or equivalent qualification. Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. Certificate of registration with SANC as a Professional Nurse. One (1) year post basic qualification in Advanced Midwifery and Neonatology nursing accredited by SANC. Current registration with SANC as General Nurse and Advanced Midwifery and Neonatology (SANC receipt 2024). **Grade 1:** A minimum of 4 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General nursing is required. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with SANC in General Nursing is required. At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific Specialty after obtaining the 1 year post basic qualification in the specialized field. Certificate of Service from previous and current employer endorsed and stamped by HR. Knowledge, Skills, Training and Competencies Required: Demonstrate a comprehensive understanding of nursing legislation and related legal and ethical nursing practices. In-depth knowledge on procedures, policies, prescripts related to nursing care. Good human relations displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele). Ability to prioritize matters related to work and patient care. Skills: Leadership, organizational, decision making, problem solving abilities within the limits of the public sector and interpersonal skills. Personal attributes: responsiveness, communication skills for dealing with patients, professionalism, supportive, assertive, writing of reports when required and must work within multi-disciplinary team.
- DUTIES** : Provision of optimal, holistic specialized nursing care with set standards within professional/legal framework. Display concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements. Work as part of a multidisciplinary team to ensure good nursing care that is cost effective, equitable and efficient. Perform quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards determined by IALCH and relevant prescripts. Implementation of programs that promote maternal, women and neonatal positive health outcomes. Internal rotation of staff within the relevant speciality will be exercised according to patients need. Maintain professional growth/ethical standards and self-development. Provide a therapeutic environment for patient's staff and public. Ensure unit compliance with infection prevention and control as well as Occupational health and safety. Maintain accreditation standards by ensuring compliance with Norms and Standards, Ideal hospital framework and Make me look like hospital project. Attend meetings, workshops and training as assigned by supervisor. Participate in quality circles and quality improvement projects to improve patient outcomes. Be cognisant of measures to prevent patient safety incidents and litigation. Act as shift leader when necessary or as delegated by supervisor. Participate in staff development using EPMDS System and other work related programs and training. Implementation of night duty according to institutional and relevant prescripts.
- ENQUIRIES APPLICATIONS** : Dr H Ndemera Tel No: (031) 240 1063, Acting Nurse Manager
: All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH or posted to Private Bag X03, Mayville, 4058.
- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Applicants are not required to submit copies of

qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert to be submitted only when shortlisted. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. It is the shortlisted candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered. The selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims. This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Person with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying.

- CLOSING DATE** : 08 March 2024
- POST 07/57** : **CLINICAL NURSE PRACTITIONER GRADE 1&2 REF NO: LRH 11/2024 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural allowance.
- CENTRE REQUIREMENTS** : Ladysmith Regional Hospital (Primary Health Care), Watersmeet Clinic
Senior Certificate/Grade 12. Degree/Diploma in general Nursing and Midwifery Plus, One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC. current registration with SANC (2024 Receipt). Registration certificates with SANC in General Nursing and Midwifery Plus Clinical Nursing Science, Health Assessment Treatment and Care. **Grade 1:** A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. **Grade 2:** A minimum of 14 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate / recognizable experience after obtaining the 1- year post-basic qualification in the relevant specialty. Certificate of service endorsed by Human Resource department. NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Knowledge, skills and experience required: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, inter-personal and problem solving skills. Good verbal, listening and written communication skills. Knowledge of Labour Relations and disciplinary procedures. Clinical competencies. Knowledge of nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills. Co-ordinating and planning skills.
- DUTIES** : Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. Ensure the supervision and provision of basic patient needs. Promote preventive and primitive health for clients. Evaluate and follow up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patient's clinical conditions. Attend and participate in doctor's visits. Co-ordinate between hospital and community. Health education of patients, staff and public. Assessing in-service

		training needs, planning and implementing of training programs. Assist patients and families to develop a sense of care.
<u>ENQUIRIES</u>	:	Mrs. N Nkehli (Assistant Manager Nursing PHC) Tel No: (036) 637 2111
<u>APPLICATIONS</u>	:	All applications should be emailed to LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370.
<u>FOR ATTENTION</u>	:	Mr S.L.Dlozi
<u>NOTE</u>	:	Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department or from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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.
<u>CLOSING DATE</u>	:	08 March 2024
<u>POST 07/58</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1&2 REF NO: LRH 12/2024 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R431 265 – R497 193 per annum Grade 2: R528 696 – R645 720 per annum Other benefits: 13th Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural allowance.
<u>CENTRE</u>	:	Ladysmith Regional Hospital (Primary Health Care), eZakheni Mobile Clinic
<u>REQUIREMENTS</u>	:	Senior Certificate/Grade 12. Degree/Diploma in General Nursing and Midwifery Plus. One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC. Current registration with SANC (2024 Receipt). Registration certificates with SANC IN General Nursing and Midwifery Plus, Clinical Nursing Science, Health Assessment Treatment and Care. Grade 1: A minimum of 4 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate / recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred above must be appropriate / recognizable experience after obtaining the 1- year post-basic qualification in the relevant specialty. Certificate of service endorsed by Human Resource department. NB: only shortlisted candidates will be required to submit certified document on the day of the interview following communication from HR. Recommendation: Valid Driver's License. Knowledge, Skills and Experience Required: Knowledge and experience of Public Service Policies, Acts and Regulations. Sound Management, negotiation, inter-personal and problem solving skills. Good verbal, listening and written communication skills. Knowledge of Labour Relations and disciplinary procedures. Clinical competencies. Knowledge of nursing care delivery approaches. Analytical thinking, decision-making and conflict management skills. Co-ordinating and planning skills.
<u>DUTIES</u>	:	Ensure the provision of nursing care through adequate supervision. Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores. Deal with grievances and Labour relation issues in terms of laid down policies/procedures. Ensure the supervision and provision

of basic patient needs. Promote preventive and promotive health for clients. Evaluate and follow up patients during clinic visits. Initiate treatment, implementation of programmes and evaluations of patient's clinical conditions. Attend and participate in doctor's visits. Co-ordinate between hospital and community. Health education of patients, staff and public. Assessing in-service training needs, planning and implementing of training programs. Assist patients and families to develop a sense of care.

**ENQUIRIES
APPLICATIONS**

: Mrs. N Nkehli (Assistant Manager Nursing PHC) Tel No: (036) 637 2111
: All applications should be emailed to
LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human
Resource Management, Ladysmith Regional Hospital, Private Bag X9928,
Ladysmith, 3370

**FOR ATTENTION
NOTE**

: Mr S.L.Dlozi
: Direction to Candidates: the following documents must be submitted:
Application for Employment form (Z83) which is obtainable from any
Government Department or from the website - www.kznhealth.gov.za. The
application form (Z83) must be accompanied by a detailed Curriculum Vitae
only. Only shortlisted candidates will be required to submit certified copies of
qualifications and other related documents on or before the day of the interview
following communication from Human Resources. The reference number must
be indicated in the column provided on the form Z83 and on the back of the
envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions
will be disqualify applicants. Person with disabilities should feel free to apply
for these posts. The appointment is subject to positive outcome obtained from
the NIA the following checks (security clearance, credit records, qualification,
citizenship and previous experience employment verification). Failure to
comply will result in the application not being considered". Due to the large
number of applications, receipt of applications will not be acknowledged.
However, correspondence will be limited to shortlisted candidates only. Please
note that due to financial constraint no S&T claims will be considered for
payment to the candidates that are invited for an interview. 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

: 08 March 2024

POST 07/59

: **PROFESSIONAL NURSE GRADE 1&2 SPECIALTY- PAEDIATRIC REF NO:
LRH 13/2024 (X1 POST)**

SALARY

: Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must meet the
Prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural
allowance.
Appropriate/recognisable experience after registration in the specialty is
recognised to determine the salary on appointment. Only certificate/s of service
from the previous employer/s in the specialty is recognised for this purpose.

**CENTRE
REQUIREMENTS**

: Ladysmith Regional Hospital
: Grade 12 (Senior Certificate) or equivalent qualification. Diploma/Degree in
General nursing and Midwifery. Current Registration with SANC (2024). A post-
basic nursing qualification with a duration of at least 1 year accredited with
SANC in child nursing or critical care Nursing Science. **Grade 1:** A minimum of
4/four years appropriate/recognizable experience after registration with SANC
as a General Nurse Plus one year Post Basic Qualification in child nursing
science or intensive / critical care Nursing Science or Neonatal Nursing
science. **Grade 2:** A minimum of 14 years appropriate/recognizable experience
after registration with SANC as a General Nurse. At least 10 years of the period
mentioned above must be appropriate/ recognizable experience after obtaining
one year Post Basic Qualification in child nursing science or intensive /critical
care Nursing Science or Neonatal Nursing Science. Knowledge, Skills and
Experience Required: Knowledge of nursing care process and procedures and
other relevant legal framework. Labour relations and Grievance procedures.
Good communication and interpersonal skills. Ability to make independent
decisions. Good interpersonal skills including public relations, conflict handling
and counselling. Expertise in clinical nursing practices. Working as an
independent practitioner in the ward environment. Team building and

- supervisory skills. In depth Knowledge of Acts, Policies, Procedures, Prescripts and Legislations.
- DUTIES** : Provide optimal holistic specialised quality nursing care with set standards and relevant legal framework. Implement neonatal / child Health care programmes. Develop and implement quality assurance policies and operational plans. Implement standards, practices, criteria and indicators for quality nursing care (quality practice). Ensures provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and health care in the Unit. Provide a safe, therapeutic and hygienic environment for the patient, Maintain clinical, professional and ethical standards. Maintain a constructive working relationship with the multi-disciplinary team. Assist with the administration and management of the Unit. Provide direct and indirect supervision. Ensure effective and efficient management of resources and availability of essential equipment. Support the Mother Baby friendly initiative. Participate in nursing audits and maintain accurate records. Train and supervise junior staff on neonatal programmes.
- ENQUIRIES** : Mrs. T.M. Buthelezi (Deputy Manager Nursing) Tel No: (036) 637 2111
- APPLICATIONS** : All applications should be emailed to LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370
- FOR ATTENTION** : Mr S.L.Dlozi
- 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. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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** : 08 March 2024
- POST 07/60** : **PROFESSIONAL NURSE GRADE1&2 SPECIALTY-OPERATING THEATRE & CSSD REF NO: LRH 14/2024 (X3 POSTS)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% Inhospital rural allowance.
Appropriate/recognisable experience after registration in the specialty is recognised to determine the salary on appointment. Only certificate/s of service from the previous employer/s in the specialty is recognised for this purpose.
- CENTRE** : Ladysmith Regional Hospital
- REQUIREMENTS** : Senior Certificate/Grade 12. Degree/Diploma in General Nursing and Midwifery Plus, current registration with SANC (2024 Receipt). Registration certificates with SANC IN General Nursing and Midwifery Plus, A post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Theatre Tech Nursing Science. **Grade 1:** A minimum of 4 years appropriate recognizable experience in Nursing after registration as a Professional Nurse General with the SANC. A post-basic qualification with a duration of at least 1 year Accredited with the SANC of SA in Theatre tech. **Grade 2:** A minimum of 14 years appropriate/recognisable experience in nursing after registration as a

Professional Nurse with the SANC in General Nursing and Midwifery. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific Speciality after obtaining the 1 year post-basic qualification in the relevant speciality. Knowledge, Skills and Experience Required: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs requirements and expectations (Batho-Pele).

DUTIES : To execute duties and functions with proficiency within prescripts of applicable legislation. Provision of quality patient care through setting of standards, policies and procedures. Assist Operational Manager with overall management and necessary support for effective functioning. To provide nursing care that lends itself to improve service delivery by upholding Batho-Pele Principles. Maintain clinical competence by ensuring that scientific principles of nursing are implemented. Ensure the provision and supervision of patients' needs. Promote health for clients. Evaluate patient care programmes from time to time and make proposals for improvement.

ENQUIRIES APPLICATIONS : Mrs. T.M. Buthelezi (Deputy Manager Nursing) Tel No: (036) 637 2111
: All applications should be emailed to LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370.

FOR ATTENTION NOTE : Mr S.L.Dlozi
: Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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 : 08 March 2024

POST 07/61 : **PROFESSIONAL NURSE SPECIALTY- CRITICAL/INTENSIVE CARE REF NO: LRH 15/2024 (X2 POSTS)**

Re-advertised those who previously applied are encouraged to re-apply

SALARY : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural allowance.
Appropriate/recognisable experience after registration in the specialty is recognised to determine the salary on appointment. Only certificate/s of service from the previous employer/s in the specialty is recognised for this purpose.

**CENTRE
REQUIREMENTS**

: Ladysmith Regional Hospital
: Grade 12 (Senior Certificate). Current Registration with SANC (2024). Degree/Diploma in General Nursing with Midwifery. A post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Critical care Nursing Science. Certificate of service endorsed by HR. **Grade 1:** A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery and after obtaining the one year Post Basic Qualification in Critical Care Nursing Science. **Grade 2:** A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse and Midwifery. At least 10 years of the period mentioned above must be appropriate/ recognizable in Advanced Midwifery and Neonatal Nursing after obtaining the one year Post Basic Qualification in Critical care Nursing Science. NB: only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from HR. Knowledge, Skills and Experience Required: Knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks. Good verbal and written communication and report writing skills. Decision making and problem solving skills. Conflict management and negotiation skills. Project Management skills. Good knowledge of Cardiac conditions. Basic computer skills.

DUTIES

: Provide comprehensive, quality nursing care to patients/clients in a Critical Care unit in a cost effective, efficient manner. Assist in planning, organising and monitoring of objectives of the specialised unit. Manage all resources within the unit effectively and efficiently to ensure optimum service delivery. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations (Batho Pele). Work as part of the multidisciplinary team to ensure good nursing care. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Ensure compliance with all National, Provincial and Professional prescripts in order to render a safe patient service and improve client satisfaction. Participate in the analysis and formulation of nursing policy & procedures). Assist in EPMDS evaluation of staff, within the unit and participate in the monitoring of training and development of staff. Participate in the analysis and formulation of nursing policies and procedures. Provide direct and indirect supervision of all staff within the unit and give guidance. Order appropriate level of consumables and monitor utilization. Ensure that all equipment in the unit is adequate and is checked and in working order. Provide for a safe, therapeutic and hygienic environment. Work effectively and amicably, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Demonstrate an understanding of Human Resource and Financial Management Policies and Procedures. Monitor and evaluate the care and management of all Patients and ensure the maintenance of accurate and complete patient records.

**ENQUIRIES
APPLICATIONS**

: Mrs. T.M. Buthlezi (Deputy Manager Nursing) Tel No: (036) 637 2111
: All applications should be emailed to LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370.

**FOR ATTENTION
NOTE**

: Mr S.L.Dlozi
: Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please

note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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** : 08 March 2024
- POST 07/62** : **PROFESSIONAL NURSE SPECIALTY- NEONATAL INTENSIVE CARE UNIT
REF NO: LRH 16/2024 (X1 POST)**
- SALARY** : Grade 1: R431 265 – R497 193 per annum
Grade 2: R528 696 – R645 720 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must meet the Prescribed requirements), (Medical Aid Optional), 8% Inhospitable rural allowance.
Appropriate/recognisable experience after registration in the specialty is recognised to determine the salary on appointment. Only certificate/s of service from the previous employer/s in the specialty is recognised for this purpose.
- CENTRE REQUIREMENTS** : Ladysmith Regional Hospital
Grade 12 (Senior Certificate) or equivalent qualification. Diploma/Degree in General Nursing and Midwifery. Current Registration with SANC (2024). A post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Child Nursing Science/Intensive Critical Care/Neonatal Nursing Science or Advanced Midwifery. **Grade 1:** A minimum of 4/four years appropriate/recognizable experience after registration with SANC as a General Nurse Plus one year Post Basic Qualification in Child Nursing Science or Intensive Critical Care or Neonatal Nursing Science or Advanced Midwifery. **Grade 2:** A minimum of 14 years appropriate/recognizable experience after registration with SANC as a General Nurse. At least 10 years of the period mentioned above must be appropriate/ recognizable experience after obtaining one year Post Basic Qualification in Child Nursing Science or Intensive Critical Care or Neonatal Nursing Science or Advanced Midwifery. Certificate of service endorsed by Human Resource department. NB: only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills and Experience Required: Knowledge of nursing care process and procedures and other relevant legal framework. Labour relations and Grievance procedures. Good communication and interpersonal skills. Ability to make independent decisions. Good interpersonal skills including public relations, conflict handling and counselling. Expertise in clinical nursing practices. Working as an independent practitioner in the ward environment. Team building and supervisory skills. In depth Knowledge of Acts, Policies, Procedures, Prescripts and Legislations.
- DUTIES** : Provide optimal holistic specialised quality nursing care with set standards and relevant legal framework. Implement neonatal / child Health care programmes. Develop and implement quality assurance policies and operational plans. Implement standards, practices, criteria and indicators for quality nursing care (quality practice). Ensure provision of optimal, holistic, specialized care in accordance with laws and regulations relevant to nursing and health care in the Unit. Provide a safe, therapeutic and hygienic environment for the patient, Maintain clinical, professional and ethical standards. Maintain a constructive working relationship with the multi-disciplinary team. Assist with the administration and management of the Unit. Provide direct and indirect supervision. Ensure effective and efficient management of resources and availability of essential equipment. Support the Mother Baby friendly initiative. Participate in nursing audits and maintain accurate records. Train and supervise junior staff on neonatal programmes.
- ENQUIRIES APPLICATIONS** : Mrs. T.M. Buthelezi (Deputy Manager Nursing) Tel No: (036) 637 2111
All applications should be emailed to LadysmithHospital.Job@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370
- FOR ATTENTION NOTE** : Mr S.L.Dlozi
Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za.The application form (Z83) must be accompanied by a detailed Curriculum Vitae

only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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** : 08 March 2024
- POST 07/63** : **PROFESSIONAL NURSE (SPECIALTY) (ADM) REF NO: MAD 03/ 2024 (X7 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** : Newcastle Regional Hospital
- REQUIREMENTS** : Diploma / Degree in General Nursing A post basic qualification in Post Basic Midwifery. 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: Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks. Good verbal and written communication and report writing skills. Co-ordination and liaison skills. Decision making and problem solving skills. Conflict management and negotiation skills. Ability to prioritize issues and other work related matters and to comply with time frames. Ability to understand challenges facing the public sector. Empathy and counselling skills and knowledge. Financial management skills and budgeting knowledge. Team building and supervisory skills.
- DUTIES** : Provide comprehensive, quality nursing care to patients in a speciality unit in a cost-effective, equitable and efficient manner within the professional / legal framework and standards. Display concern for patients, promoting and advocating timeous, proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations. (Batho Pele). Provide a safe, therapeutic and hygienic environment for colleagues, patients and public. Demonstrate effective communication with the patients, patient relatives, supervisors and other clinician and assist in decision making about health care delivery. Ensure clear and accurate record keeping of nursing documents. Provision of nursing care that leads to improved service delivery. Participate in the sub-district perinatal meetings ensuring compliance in MNCHW programs including VTP and other training programs. To complete patient-related data and partake in research. Promote quality specialized nursing care as directed by the scope of practice and standards determined by the relevant specialty. Work as a team leader in the absence of the unit manager. Ensure utilisation of Maternal and Neonatal updated guidelines and protocols. To partake in overall specialized unit functions i.e. team building. Effective and efficient management and utilization of all resources. To honour rotation to provide and achieve optimum care to patients. To nurse all types of patients regardless of diagnosis and according to disease profile within the directorate. Execute duties and functions with proficiency in support of the vision, mission and strategic objectives of the institution. Maintain professional growth / ethical standards and self-development. Provide emergency care for all obstetrics emergencies. Improve maternal and child health care by initiating all the MCWH programs e.g. PPIP, MBFI, KMC, VTP, ESMOE, EOST, CARMMA, PICT and OHSC, IHRMF etc. Take charge of the unit during the

absence of the Operational Manager in charge and manage the unit accordingly. To protect and advocate the rights of patients regarding health care. Conduct clinical audits and compile summary reports. Ensure accurate reliable statistics and reports are submitted timeously, including care of medical records. Maintain client satisfaction through quality service innovation and professionalism. Participate in the implementation of priority programs and strategies to reduce morbidity, mortality, and communicable and non-communicable diseases. Report and keep clear and accurate records on all PSIs that occur in the unit. Prevent the occurrence of complaints and ensure such complaints are resolved at the immediate level of management. Maintain clinical competency by ensuring that the scientific principles of nursing care are maintained, and observing the principles of Infection Prevention and Control practices. Participate in the development of Quality Improvement Plans and ensure implementation of such. Maintain a professional and ethical nursing practice as well as an enabling environment for ethical practice.

- ENQUIRIES** : Mrs. N.R. Tshabalala Tel No: (034) 328 0000
- APPLICATIONS** : All applications should be posted to: The Recruitment Officer, Newcastle Regional Hospital, Private Bag X6653, 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. 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. NE01/2020. 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** : 15 March 2024
- POST 07/64** : **DIAGNOSTIC RADIOGRAPHER GRADE 1, 2 & 3 REF NO: LRH 10/2024 (X2 POSTS)**
Component: Radiology
- SALARY** : Grade 1: R359 622 - R408 201 per annum
Grade 2: R420 015 - R477 771 per annum
Grade 3: R491 676 - R595 251 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must Meet the prescribed requirements), (Medical Aid Optional)
- CENTRE** : Ladysmith Regional Hospital
- REQUIREMENTS** : Grade 12 (Matric) Certificate. National Diploma/Degree in Diagnostic Radiography. Registration with the HPCSA as a Diagnostic Radiographer (Independent Practice). Current registration as a Diagnostic Radiographer (2023/2024). **Grade 1:** No Experience after registration with HPCSA in respect of RSA qualified who have performed community services, and 1 year appropriate/recognizable experience in respect of foreign qualified not required to perform community service. **Grade 2:** minimum of 10 years appropriate/recognizable experience after registration as a Radiographer with the HPCSA in respect of RSA qualified who have performed community services, and 11 year appropriate/recognizable experience after registration as a Radiographer with the HPCSA in respect of foreign qualified not required to perform community service. **Grade 3:** Minimum of 20 years appropriate/recognizable experience after registration as a Radiographer with the HPCSA in respect of RSA qualified who have performed community services, and 21 year appropriate/recognizable experience after registration as

a Radiographer with the HPCSA in respect of foreign qualified not required to perform community service. NB: only shortlisted candidates will be required to submit certified documents and certificate of service on or before day of the interview following communication from HR. Knowledge, Skills, Training and Competences Required. Sound knowledge of Diagnostic Radiography procedures, including computed tomography and fluoroscopy, and equipment. Sound knowledge of radiation control and safety measures. Computer literacy. Knowledge of relevant Health and Safety Acts. Ability to communicate effectively and problem solving skills. Good interpersonal relations and ability to perform well within a team. Ability to perform basic quality assurance tests.

DUTIES

: To provide high quality Diagnostic Radiographic service according to patient needs. To promote good health practices and ensure optimal care of patients. To execute all clinical procedures competently to prevent complications. To provide a 24 hour radiographic service including weekends and public holidays. 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 comply with and promote Batho Pele principles. To inspect and utilize equipment professionally and thus ensure compliance with safety regulations. To participate in quality assurance and quality improvement projects. To participate and comply with National core standards.

ENQUIRIES

: Mr. B. Mbana (Assistant Director Radiography) Tel No: (036) 637 2111

APPLICATIONS

: All applications should be emailed to LadysmithHospitalJobApp@kznhealth.gov.za or be posted to: The Human Resource Management, Ladysmith Regional Hospital, Private Bag X9928, Ladysmith, 3370

FOR ATTENTION

: Mr S.L.Dlozi

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. The application form (Z83) must be accompanied by a detailed Curriculum Vitae only. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. Ref 13/2018. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for these posts. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Failure to comply will result in the application not being considered". Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview. 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

: 08 March 2024

POST 07/65

: **DIAGNOSTIC RADIOGRAPHER REF NO: NDH 04/2024 (X1 POST)**

SALARY

: Grade 1: R359 622 – R408 201 per annum
Grade 2: R420 015 – R477 771 per annum
Grade 3: R491 676 – R595 251 per annum
Other benefits: 13th Cheque, Housing Allowance (employees must meet the prescribed requirements), (Medical Aid Optional).

CENTRE

: Northdale Hospital

REQUIREMENTS

: **Grade 1:** Senior Certificate (Grade 12) or equivalent qualification plus, National Diploma or Degree in Diagnostic Radiography. Original registration with Health Professions Council of South Africa (HPCSA) as a diagnostic radiographer (independent practice). Current registration with the HPCSA as diagnostic radiographer (independent practice) for 2023/24, 2024/25. No experience required after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. One year experience after registration with HPCSA in the relevant

profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 2:** Senior Certificate (Grade 12) or equivalent qualification plus, National Diploma or Degree in Diagnostic Radiography. Original registration with Health Professions Council of South Africa (HPCSA) as a diagnostic radiographer (independent practice). Current registration with the HPCSA as diagnostic radiographer (independent practice) for 2023-2024. Minimum of 10 years' experience after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 11 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. **Grade 3:** Senior Certificate (Grade 12) or equivalent qualification plus, National Diploma or Degree in Diagnostic Radiography. Original registration with Health Professions Council of South Africa (HPCSA) as a diagnostic radiographer (independent practice). Current registration with the HPCSA as diagnostic radiographer (independent practice) for 2023-2024. Minimum of 20 years after registration with HPCSA in the relevant profession in respect of RSA qualified employees who performed community service, as required in South Africa. Minimum of 21 years' experience after registration with HPCSA in the relevant profession in respect of foreign qualified employees, of whom it is not required to perform community service, as required in South Africa. NB: Only shortlisted candidates will be required to submit certified document on or before the day of the interview following communication from HR. Knowledge, Skills and Experience: Sound knowledge of diagnostic radiography procedures and imaging, including Computerized Radiography (CR). Sound knowledge of radiation control regulations and safety measures. Knowledge of Occupational Health and Safety and other relevant Acts, policies and regulations. Knowledge of Quality Assurance procedures, methods. Ability to perform and record basic quality assurance tests as per Radiation Control Directorate. Sound communication, interpersonal and problem solving skills. Computer literacy.

DUTIES

: Provide high quality diagnostic radiographic service observing safe radiation protection standards. Execute imaging examinations competently with Computed/Digital Radiography whilst adhering to radiography protocols, practices and techniques. Participate in a 24 hour roster system which includes nights, weekends, Public holidays and standby duties. Provide guidance and supervision to junior and auxiliary staff. Promote good health practices and ensure optimal care of the patient. Perform reception and administrative duties as required. Participate in Quality Assurance and Quality improvement programs, In-service training, National Core Standards and Ideal Hospital Realisation. Inspect and utilize equipment professionally to ensure that it complies with safety standards and ensure health and safety rules and regulations are adhered to. Implement measures to ensure that radiographic services comply with Radiation Control legislation. To contribute to overall work process in the diagnostic imaging department. To promote Batho Pele principles in the execution of duties.

ENQUIRIES

: Mrs R Bedford Tel No: (033) 387 9057

APPLICATIONS

: All applications to be posted to: The Human Resource Department, Northdale Hospital Private Bag X 9006, Pietermaritzburg, 3201.

FOR ATTENTION

: Mrs NR Madlala

CLOSING DATE

: 08 March 2024