



Private Bag X514, Mooi River, 3300
Old Main Road, Mooi River, 3300

Tel: 033 2631545 Fax: 033 2631638
www.kznhealth.gov.za

Enquiries: Ms ZA Cindi
Date: 29 February 2024

TO: ALL HEADS OF INSTITUTIONS

**VACANCIES IN THE DEPARTMENT OF HEALTH
CIRCULAR MINUTE NUMBER: BCHC04/2024**

The content of this circular Minute must be brought to the attention of all eligible personnel and employees in your establishment without delay. Institutions must notify all candidates who qualify for the post in this circular minute even if they are absent from their normal places of work

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:
 - New application for employment Form Z83 which is obtainable at any Government Department OR from website www.kznhealth.gov.za (Z83 must be fully completed)
 - Detailed Curriculum Vitae.
2. Applicants are not required to submit copies of educational qualifications, documents will be requested only from shortlisted candidates
3. The reference number must be indicated in the column provided in the form Z83
4. People with disabilities should feel free to apply for the post

NB: (a) Failure to comply with the above instructions will disqualify applicants.

(b) The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (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).

5. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

6. This department is an equal opportunity, affirmative action employer whose aim is to promote representivity in all occupational categories in the department.

7. The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)

Please note that due to budget constraints no travelling costs and relocation costs will be paid.

CLOSING DATE FOR APPLICATIONS IS:

28 March 2024

"Signed original copy is available on request"

Dr IJ Faluade
Chief Executive Officer
Bruntville CHC



ADVERTISEMENT OF POST

POST	CENTRE	REFERENCE	NUMBER OF POSTS
QUALITY ASSURANCE COORDINATOR	BRUNTVILLE CHC	BCHC 04/2024	01

REMUNERATION:

Grade 1- Notch R497 193.00 – R559 686.00pa **Plus 8% Rural allowance**

Grade 2- Notch R575 898.00 - R645 720.00 pa **Plus 8% Rural allowance**

BENEFITS: 13th Cheque, home owner's allowance, and Medical aid optional
[Employee must meet prescribed conditions]

MINIMUM REQUIREMENTS:

- Degree/Diploma in General nursing or equivalent qualification that allow registration with SANC as Professional Nurse.
- Proof of current registration with South African Nursing Council as a General Nurse.
- A minimum of 7 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC as a General Nurse and Midwife.
- A valid code 08 Drivers License
- Computer Certificate
- **NB: Certificate of Service is Compulsory**

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Working knowledge of health policies and current Public services and Health legislation.
- High level of interpersonal relationship skills
- High level of verbal and written communication skills.
- Presentation and facilitation skills.
- Ability to liaise with Management.
- Assertiveness and diplomacy.
- Problem solving skills.
- Practical experience in Quality Assurance and Accreditation.

KEY PERFORMANCE AREAS:

- Manage the development and implementation of monitoring and evaluation quality assurance systems.
- Provide support and guidance to facilities in the implementation of National Guidelines and Protocols for the Management of Complaints, Complaints and Suggestions (SS&S) and Patient Safety Incidents (PSIs).
- Provide support with the implementation of Regulated Norms and Standard Assessments, the Ideal Clinic Realization and Maintenance (HRM) in preparation for the Office of Health Standards Compliance (OHSC).
- Monitor the initiation, development and implementation of Quality Improvement Plans (QIPS).
- Monitor the coordination and management of Quality Assurance training needs within the facilities.



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

- Analyse data from Patient Experience of Care (PEC) surveys (patient and user experiences and views), Waiting Times Surveys, Staff Satisfaction Surveys (aspects that are negatively impacting on the quality of care being provided), etc. In order to assess the level of compliance at the facilities.
- Work in collaboration with other programme managers/relevant stakeholders to ensure the holistic implementation/integration of quality assurance interventions to support the high standard of services provided to the users of the health facilities.
- Ensure the effective, efficient and economical management of allocated resources of the component.

ENQUIRIES: Ms ZA Cindi (ANM: M & E)

Tel. No: 033-2631545

All applications should be forwarded to OR

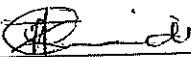
Hand Delivered to

The Human Resource Manager
Bruntville CHC
Private Bag X514
Mooi River
3300

Old Main Road
Bruntville CHC
Mooi River
3300


OR

EMAIL TO: /BruntvilleCHCHRJobApplicaton@kznhealth.gov.za



Checked By Manager of the Post

29/02/2024
Date



Checked By AD: HRM

29/02/2024
Date