ADVERTISEMENT

JOB TITLE: CLINICAL PROGRAMME CO-ORDINATOR (QA MANAGER SR9)
CENTRE: CHARLES JOHNSON MEMORIAL HOSPITAL
REF NO: CJMH04/2020
No. OF POSTS: 01
SALARY PACKAGE: R444 276.00 – R500 031.00 per annum
OTHER BENEFIT: 13th Cheque, 12% rural allowance, Medical-aid (optional) and housing allowance

Must meet the prescribed requirements.

MINIMUM REQUIREMENTS:
- Diploma / Degree in General Nursing with Midwifery, Community and Psychiatry.
- A Bachelor’s Degree / National Diploma in the field of Nursing Administration or Management
- At least four (4) years supervisory experience of which (2) years must be in Quality Assurance Programme
- Minimum of five (5) years recognizable experience in nursing after registration as a professional nurse with SANC in General Nursing.
- Current Registration with SANC as a general Nurse and Midwifery (2019).
- Proof of current and previous experience endorsed and stamped by Human Manager (Service certificate) must be attached

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:
- Working knowledge of Health policies and current public service 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 and multidisciplinary team.
- Assertiveness and diplomacy.
- Computer literacy in word processing and spreadsheet package.
- Problem solving skills.
- Practical experience in Quality Assurance and Accreditation.

KEY PERFORMANCE AREAS:
- Promote Quality culture within the hospital and clinics
- Responsible for meeting specific measurable targets.
- Develop appropriate intervention programme, work plans and action plans, which will support the attainment of quality compassionate patient care.
- Develop process for addressing generic problems within the hospital and clinics.
- Maintain records of specific problems with interventions and the time frames.
- Provide on-going feedback to Senior Management on Quality Surveys and Quality Audits to ensure accreditation process remains on track (National Core Standards).
- Facilitate and monitor implementation of clinical quality improvement initiatives and programmes.
- Ensure and monitor the compliance of the Hospital and Clinics to Quality Programmes.
- Ensure the implementation of National and Provincial quality initiatives at the hospitals and clinics (Human Charter, Batho Pele programmes and Patient’s Rights Charter).
DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:
   (a) Application for employment form (form Z83), which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za
   (b) Certified copies of matric certificate, highest educational qualifications and professional registration certificates - not copies of copies.
   (c) Curriculum Vitae
   (d) SANC receipt (2020)
   (e) Certified ID copy

2. The reference number must be identified in the column provided on the Z83 e.g. Reference number CJMH 52/14
   NB: Failure to comply with the above instructions will disqualify applicants please note that there is no S & T and resettlement allowance for this post.

3. Please note that due to large number of applications we envisage to receive, applications will not be acknowledged. Communication will only be entered into with candidates that have been shortlisted. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful.

4. The appointment is subject to positive outcome obtained from the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications)
   (This department is an equal opportunity, affirmative action employer, whose aim is to promote representation in all levels of all occupational categories in the Department)

ENQUIRIES: Ms L.M Ntuli - 034 271 6406

APPLICATIONS MUST BE FORWARDED TO:
Human Resource Department
Charles Johnson Memorial Hospital
Private Bag X 5503
Nkutu
3135

CLOSING DATE: 2020 July 03

[Signature]
Chief Executive Officer
Original signed