TO: ALL HEADS OF INSTITUTIONS

VACANCIES IN DANNHAUSER COMMUNITY HEALTH CENTRE

The contents of this circular minute must be brought to the notice of all eligible employees on the establishment of all institutions. It must be ensured that all employees who meet the requirements of the post are made aware of the circular minute even if they are absent from their normal work place.

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:

   - (a) Application for employment form (Form Z.83), which is obtainable at any Government Department OR from the website – www.kznhealth.gov.za.
   - (b) Certified copies of identity document, driver’s license, highest educational qualifications and professional registration certificates where applicable – not copies of certified copies.
   - (c) Updated Curriculum Vitae with full record of service.
   - (d) Proof of current and previous work experience endorsed by Human resources or signed and stamped by HR Department or relevant Employer.

2. The reference number appearing on the advert for the post applied for must be indicated in the space provided on the form Z.83, e.g. AM01/2015

NB: Failure to comply with the above instructions, faxed and e-mailed applications, will disqualify applicants.

3. The appointment is subject to positive outcome to the following checks (security clearance, credit records, qualifications, citizenship and previous experience verifications).

4. Further it will be required from the respective successful candidate to enter into a Performance Agreement.

5. Persons with disabilities should feel free to apply.

6. Applicants are respectfully informed that due to a large number of applications that are received, acknowledgement of applications shall not be sent. However, all applicants that are selected will be advised accordingly in due course and if you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful.

   (This department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.)

PLEASE NOTE THAT DUE TO BUDGETARY CONSTRAINTS, NO S&T WILL BE PAID TO CANDIDATES ATTENDING INTERVIEWS.

CLOSING DATE: 03 April 2020

Dr FP Mtshali
ACTING CEO
DANNHAUSER CHC

CLOSING DATE: 03 APRIL 2020
POST : Clinical Nurse Practitioner X3
EQUITY TARGET : African Male
CENTRE : Ladybank Clinic
REF.NO. : DANCCHC 05/2020
SALARY :
- Grade 1 – R 383 226 – R 444 276 pa
- Grade 2 – R 471 333 – R 579 696 pa
OTHER BENEFITS :
- 13th cheque
- Medical Aid (Optional)
- Home owners allowance (employee must meet the prescribed requirements) and
- 8% Inhospitable Area 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.

MINIMUM REQUIREMENTS FOR THE POST:
GRADE 1
- Senior Certificate
- Registration with South African Nursing Council as the General Nurse and Midwife.
- Proof of current registration with SANC (2020)
- Degree/Diploma in general nursing or equivalent qualification that allows for registration with SANC as a Professional Nurse
- One year post-basic qualification with a duration of at least 1 year accredited with SANC in Clinical assessment, treatment and care
- A minimum of 4 years appropriate/recognizable in nursing after registration as a Professional Nurse with SANC in General Nursing
- Certificate of service endorsed by Human Resource Department

GRADE 2
- Senior Certificate
- Registration with South African Nursing Council as the General Nurse and Midwife.
- Proof of current registration with SANC (2020)
- Degree/Diploma in general nursing or equivalent qualification that allows for registration with SANC as a Professional Nurse
- One year post-basic qualification with a duration of at least 1 year accredited with SANC in Clinical assessment, treatment and care
- A minimum of 14 years appropriate/recognizable in nursing after registration as a Professional Nurse with SANC in General Nursing of which at least 10 years of the period referred to above must appropriate/recognizable experience after obtaining the 1 year post qualification in the relevant specialty
- Certificate of service endorsed by Human Resource Department.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES:
- Knowledge of a nursing care process and procedures, nursing statutes and other relevant Legal framework
- Knowledge of basic human resource and financial management
- Ability to formulate occupational health related policies and procedures
- Ability to demonstrate good insight of policies and procedure pertaining to occupational and employee health and wellness
- Problem solving, leadership and communication skills
- Computer Literacy

KEY PERFORMANCE AREAS
- Demonstrate effective communication with patients, supervisory and other clinicians, including report writing and statistics.
- Assist the unit manager/ Operational Manager with overall management and necessary support for effective functioning in the clinic.
- Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic.
- Implement and advocate for preventive and promotive health initiatives for clients and the community served by the clinic.
• Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic.
• Ensure effective implementation of National Core Standards and Ideal Clinic Realisation.
• Supervision of patients and provision of basic patient needs e.g. oxygen, nutrition, elimination, fluids and electrolyte balance, safe and the therapeutically environment in the clinic using EDL guidelines.
• Ensure clinical intervention to clients including administration of prescribed medication and ongoing observation of patients in the clinic.
• Implement health programmes within the PHC package in accordance with set guidelines, monitor performance and outcomes against the set targets and act on deviations.
• Ensure that programme specific data collected is timeous and accurate.
• Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of care.
• Refer patients promptly according to the set guidelines, protocols, policies.
• Ensure proper utilization and safe keeping of basic medical, surgical and pharmaceutical stock.

Enquiries: Mrs M Ntseki 034 – 621 6119

Closing date of application is: 03 April 2020

All applications should be forwarded to: Assistant Director: HRM
Dannhauser CHC
Private Bag x1008
Dannhauser
3080

OR Hand delivered at
Dannhauser CHC
No 7 Dumaco Road
Human Resource Office
Administration Block
Attention: Assistant Director: HRM