



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

No. 7 Durnacol Road; Dannhauser; 3080  
Private Bag X1008; Dannhauser; 3080  
Tel: 034-621 6108 Fax: 034-621 6180 Email: Nontobeko.memela@kznhealth.gov.za  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

**DANNHAUSER COMMUNITY  
HEALTH CENTRE**

**Enquiries: Mrs FP Khubisa  
Date: 14 December 2021**

**TO HEADS OF ALL INSTITUTION  
VACANCIES – DEPARTMENT OF HEALTH**

The contents of this Circular Minutes must be brought to the notice of all eligible officers and employee on your establishment without delay. Also notify all candidates who qualify for the posts in the circular minute even if they are absent from their place of work.

**DIRECTIONS TO CANDIDATES**

1. The following documents must be submitted:-
  - a) Application for employment form (new Z83), which is obtainable at any Government Department or from website – [www.kznhealth.gov.za](http://www.kznhealth.gov.za)
  - b) Certified copies of highest educational qualification, professional registration certificate
  - c) Certified copy of an ID document, driver's license and not copies of certified copies
  - d) Curriculum Vitae, proof of current and previous work experience endorsed by Human Resources and signed and stamped by HR Department or relevant employer
  - e) Applications must be submitted on or before the closing date late submission is not accepted. **No emailed or faxed applications will be accepted.**
2. The reference number must be indicated in the column provided on the form Z83 (**Please use new Z83 as amended**) e.g. DANCHC 27/2021
3. **NB: Failure to comply with the above instruction will disqualify applicants.**
4. The appointment is subject to the positive outcome obtained from NIA to the following checks: (security check, credit records, qualifications, citizenship, and previous experience verifications)
5. Please note that due to the number of applications anticipated, applications will not be acknowledged.
6. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful.
7. Applications send through registered mail are not encouraged as the Department will not take responsibility for non-collection. Fax, E-mail, late and incomplete applications will not be considered
8. This department is an equal opportunity, affirmative action employer, whose aim is to promote equal representatives in all levels of all occupational categories in the Department. **Person with disabilities should feel free to apply for the post.**

**Due to financial constraint S&T will not be paid**

PLEASE FORWARD APPLICATIONS TO: ATTENTION: Mrs DBP Buthelezi  
HR SECTION  
DANNHAUSER CHC  
PRIVATE BAG X 1008  
DANNHAUSER  
3080

\_\_\_\_\_  
ORIGINAL SIGNED BY ACTING CEO  
CHC MANAGER SIGNATURE

\_\_\_\_\_  
Date

**CLOSING DATE FOR APPLICANTS: 28 December 2021**

**POST : PROFESSIONAL NURSE – SPECIALITY**

**REFERENCE : DANCHC 27/2021**

**CLUSTER : Maternity**

**CENTRE : Dannhauser Community Health Centre**

**NO OF POSTS : 01**

**SALARY : Grade 1: R 388 974.00 – R 440 939.00 per annum  
Grade 2: R 478 404.00 – R 588 390.00 per annum**

**Other benefits:**

- 13<sup>th</sup> Cheque
- Medical Aid (Optional)
- Housing Allowance: Prescribed requirements to be met
- Inhospitable Area Allowance: 8%

**MINIMUM REQUIREMENTS FOR THE ABOVE POST:-**

- Standard 10 or Grade 12
- Proof of current registration with SANC (2021)
- Diploma/Degree in General Nursing PLUS Midwifery; PLUS
- One year post-basic Advanced Midwifery qualification accredited with SANC

**GRADE 1**

- Minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC

**GRADE 2**

- A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nurse
- At least 10 years of the period referred to the above must be appropriate/recognizable experience in the specific speciality after obtaining the 1 year post-basic qualification in Advanced Midwifery.
- Registration with South African Nursing Council as the General Nurse and Midwife

NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview.

**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:-**

- Experience in maternity department
- Knowledge of nursing care process and procedures and other legal framework
- Basic knowledge of Public Service Regulations
- Disciplinary code, Human Resource Policies; hospital generic and specific policies.
- Leadership, supervisory and good communication skills.
- Team building and cross cultural awareness
- Conflict management and negotiation skills.

**KEY PERFORMANCE AREAS:-**

- Provision of quality patient care through setting of standards, policies and procedures.
- To provide nursing care that lead to improved service delivery by upholding Batho Pele principles and Patient's rights.
- Ensure and advocate for the provision and supervision of patient's needs
- Improve perinatal mortality and morbidity through implementation of priority programmes; e.g. EMTCT, CARMA, MBFI and ESMOE
- Provide and manage all resources within the unit cost effectively and ensure optimum service delivery.
- Provide quality nursing care for patients with obstetric emergencies
- Ensure the provision of a safe and therapeutic environment for patients, staff and public through implementation of Infection Control and Prevention, Occupational Health and Safety Act and prevention of medico/legal risks.
- Create and maintain complete and accurate patient records and registers.
- Ensure the provision of accurate statistical information for data management.
- Assist in the Implementation of National Core Standards and IDEAL Clinic
- Provide adequate and health education, awareness and involved in campaigns.
- Promote women's, mother and child health.
- Advocate for the Nursing Profession by promoting Professionalism and Nursing Ethics.

**ENQUIRIES: Mrs M Ntseki : 034 – 621 6119**

**PREFERENCE WILL BE GIVEN TO AFRICAN MALE**

**POST : OPERATIONAL MANAGER NURSING (NIGHT DUTY SERVICES)**

**NO OF POSTS : 01**

**EQUITY TARGET : African Male**

**INSTITUTION : DANNHAUSER CHC**

**REFERENCE : DANCHC 28/2021**

**SALARY : R571 242 .00- R642 933.00 per annum**

**OTHER BENEFITS :**

- 13th Cheque /Service Bonus
- Medical Aid : Optional
- Homeowners Allowance : Employee must meet prescribed requirements
- Inhospitable Allowance : 8%

**MINIMUM REQUIREMENTS**

- Standard 10 or Grade 12
- Basic R425 qualification (i.e. degree/diploma in General Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse
- Post basic qualification with duration of at least 1 year in curative skills in Primary Health Care accredited with SANC.
- Current registration with SANC as a Professional Nurse.
- A minimum of 9 years appropriate / recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing.
- At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post-basic qualification in the relevant specialty.
- Proof of current and previous work experience endorsed and stamped by Human Resource (Certificate of service and service record) must be attached.

**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:**

- Knowledge of nursing care process, procedures and other legal framework.
- Basic knowledge of public service regulations.
- Disciplinary code, human resources policies hospital generic and specific policies.
- Leadership, supervisory and good communication skills.
- Good report writing and facilitation skills.
- Team building and cross cultural awareness.
- Conflict management and negotiation skills.

**KEY PERFORMANCE AREAS:**

- Facilitate provision of comprehensive package of service at PHC level including priority programmes and Quality improvement Programmes.
- Develop clinic Operational Plan, monitor the implementation and submit progress reports.
- Participate in clinical audits in the facility and ensure implementation of the quality improvement plans supported by string work ethics.
- Ensure proper control and effective utilization of all resources including HR, Financial, vehicles and exercise care over government property at night.
- Supervise and ensure the provision of an effective and efficient care through adequate nursing care at night.
- Ensure Batho Pele principles, National Core Standards and Ideal Clinic priorities are implemented.

- Provide safe therapeutic environment that allows for practice of safe nursing care as; aid down by Nursing Act, Occupational Health and Safety Act.
- Ensure adverse event reporting as per protocol.
- Compile monthly, quarterly statistics and other reports.

**ENQUIRIES: Mrs M Ntseki : 034 – 621 6119**

**CLOSING DATE: 28 December 2021**

**POST : CLINICAL NURSE PRACTITIONER (SL9)**

**REFERENCE : DANCHC 29/2021**

**NO OF POST : 01**

**SALARY : GRADE 1 R 388 974.00 – R 450 939.00 per annum**

**EXPERIENCE : A minimum of 4 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing**

**SALARY : GRADE 2 R 478 404.00 – R 588 390.00 per annum**

**EXPERIENCE : A minimum of 14 years appropriate /recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing, of which at least 10 years must be Appropriate /recognisable experience after obtaining the one year post basic qualification in Primary Health Care**

**CENTRE : DURNACOL CLINIC**

**Other benefits : 13<sup>th</sup> Cheque, Medical Aid (Optional) and Housing allowance: Prescribed requirements to be met**

**MINIMUM REQUIREMENTS:**

- Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R 425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse.
- Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC.
- Current registration with SANC as Professional Nurse and Primary Health Care and a minimum of 4 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing.

**NB: Applicants are required to submit proof of current and previous work experience/ Certificate of Service endorsed and stamped by Human Resources**

**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED FOR THE POST**

- Relevant legal framework such as Nursing Acts, Occupational Health and Safety Act, Batho Pele and Patient's Rights Charter, Labour Relations etc. Disciplinary code, human resources policies, hospital generic and specific policies.
- Sound knowledge of the National Core Standards (OHSC) and Data Management.
- Sound knowledge of the health programmes run at the PHC level.
- Ability to relieve in the service areas. Co-ordination and planning skills.
- Team building and supervisory skills. Good communication and problem solving skills.
- Knowledge of all applicable legislation guidelines and policies related to nursing principles. Good interpersonal relationship and listening skills.

**KEY PERFORMANCE AREAS**

- Implement and advocate for programmes initiative for clients and the community served by the clinic.
- Supervision of patients and provision of basic needs e.g. oxygen availability, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic.
- Ensure proper usage and understanding of relevant guidelines, policies and protocols e.g. IMCI, EDL booklet etc. Ensure clinical intervention to clients including proper administration of prescribed medication and ongoing observation of patients in the clinic.
- Implement health programmes within the PHC package, monitor performance and outcomes against the set targets by the Department and act on deviations.
- Ensure accurate data generation/ collection, verification and submission to FIO timeously.
- Motivate staff regarding development in order to increase level of expertise and assist patients to develop sense of care.
- Ensure effective implementation of National Core Standards (OHSC) and Ideal Clinic Realisation.
- Demonstrate effective communication with patients, supervisors and other clinicians, Including report writing.
- Assist Operational Manager with overall management and necessary support for effective functioning in the clinic. Work as part of a multi-disciplinary team to ensure good Nursing Care in the clinic.

- Be able to plan and organise own work and that of support personnel to ensure proper Nursing Care in the clinic. Ensure proper utilisation and safe keeping of basic Medical, Surgical, Pharmaceutical and other stock.

**ENQUIRIES: Mrs M Ntseki : 034 – 621 6119**

**PREFERENCE WILL BE GIVEN TO AFRICAN MALE**

**APPLICATIONS: All applications should be forwarded to: The Assistant Director: HRM;  
KZN: Department of Health; Private Bag X1008; Dannhauser; 3080; OR  
Hand delivered to: Dannhauser Community Health Centre; No 7  
Durnacol Road; Dannhauser; 3080**

**FOR ATTENTION: Mrs DBP Buthelezi**

**CLOSING DATE: 28 December 2021**