

Reference : HRM 7/1/2
Enquiries : Mr TG Mbanjwa
Telephone : (031) 530 1416

**TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS**

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No. DPKISMH 18 /2022

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/s are made aware of this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES: -

1. The following documents must be submitted: -
 - (a) Application for Employment Form (Form Z.83 new version), which is obtainable at any Government Department **OR** from the website - www.kznhealth.gov.za.
 - (b) Curriculum Vitae, certified copies of identity document, highest educational qualifications and professional registration certificates - not copies of certified copies.
2. The Reference Number must be indicated in the column provided on the form Z.83.
3. **Persons with disabilities should feel free to apply for the post.**

- NB:** (a) Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will **NOT** be accepted.
- (b) **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).**
4. 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.
 5. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications.

(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 financial constraints this institution will not reimburse candidates for S & T claims for attending interviews.

CLOSING DATE FOR APPLICATIONS IS 03 JUNE 2022

Original signed & available on request

**CEO: DR PIXLEY KA ISAKA SEME MEMORIAL HOSPITAL
KWAZULU-NATAL
DATE: 23/05/2022**

GROWING KWAZULU- NATAL TOGETHER

DEPARTMENT OF HEALTH: KWAZULU-NATAL

(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.)

NOTE: Applications must be submitted on the New Prescribed 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 certificates, Identity Document and (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided on the Z83 form. **NB: Failure to comply with the above instructions will disqualify applicants.** Faxed and e-mailed applications will **NOT** be accepted. 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).** 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. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply

POST : **PROFESSIONAL NURSE SPECIALITY (A & E) Grade 1 & 2**

NO. OF POSTS : **01**

REFERENCE NO. : **DPKISMH 22/2022**

SALARY NOTCH : **GRADE 1: R388 974.00 – R450 939. 00 PER ANNUM**
: **GRADE 2: R 478 404.00 – R588 390. 00 PER ANNUM**

BENEFITS : **13th Cheque PLUS**
Housing Allowance (Employee must meet prescribed requirements)
Medical Aid (Optional)

GRADE ONE

- A minimum of **four (4)** years appropriate/recognizable experience in Nursing after registration as a Professional nurse with SANC in General nursing **PLUS One (01)** year Post Basic qualification in Trauma Speciality and Basic Midwifery

GRADE TWO

- A minimum of **Fourteen (14)** years appropriate/recognizable experience in Nursing after registration as a Professional nurse with SANC in General nursing.
- At least **10** years of the period referred to the above must be appropriate/recognizable experience in Specific speciality (Trauma) after obtaining the **One (01)** year Post Basic qualification in relevant speciality and Basic Midwifery.

KNOWLEGDE, SKILLS AND COMPETENCIES

- Knowledge of Nursing Care, Processes and Procedures, nursing statutes, and other relevant Legal frameworks, such as Nursing Acts, Health Act, Patient Right Charter, Batho Pele Principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service.
- Leadership, Organizational, Decision Making, Problem Solving, Co-ordination, liaisons and Interpersonal Skills within the limits of the Public Sector
- Personal Attitudes, Responsiveness, Professionalism, Supportive, Assertive and must be a Team player.

KEY PERFORMANCE AREAS

- Demonstrate an in depth understanding of legislation and related ethical nursing practices and how this impact on service delivery.
- Provide a therapeutic environment for staff, patients and public.
- Manage utilization of all resources efficiently and effectively.
- Maintain competence in the execution of her/his duties, while managing high standards of performance including for others.
- Assist in the coordination and implementation of the National Core Standards in A & E and in the whole institution for better quality patient care.
- Manage the unit in the absence of the Supervisor.
- Ensure adherence to principles of IPC practices in the unit.
- Assist with the allocation /change list, day and night duty rosters and inputs for leave.

- Assist in orientation, induction and monitoring of all nursing staff.
- To complete patient related data and partake in research.
- Demonstrate effective communication patient and families with the multi-disciplinary team, other department within the hospital
- Ensure accurate record keeping for statics purposes.
- Ensuring clinical nursing practice by the nursing team in accordance with the scope of practice and nursing standards as determined by the relevant health facility.

CLOSING DATE: 03 June 2022

ALL APPLICATIONS SHOULD BE FORWARDED TO:

**The Deputy Director: Human Resources
Dr Pixley Ka Isaka Seme Memorial Hospital
Private Bag x 11
KWAMASHU
4360**

OR

Hand delivered t 310 Bhejane Street (Hospital Gate Number 3) KWAMASHU