



health

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

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DIRECTORATE:

Nursing Service Manager

Enquiries: HRP  
Date : 2024/03/11

TO ALL HEADS OF INSTITUTIONS.

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE DUN02/2024

The contents of this Circular Minute must be brought to the attention of all eligible employees on your establishment without delay. Institutions must notify all employees who qualify even if they are not in their normal places of work.

#### DIRECTIONS TO CANDIDATES

Application for the attached advertise posts must be submitted on the most recent Z83 application for employment form obtainable from any public Service Department or From [www.dpsa.gov.za](http://www.dpsa.gov.za). All applications must be accompanied by the applicant's detailed CV. Applicants are not required to submit copies of qualifications and other relevant supporting documents. Shortlisted candidates will be required to submit certified copies of all educational qualifications including Senior (Matric) Certificate and supporting documents (identity documents, Driver's License etc.) on or before the day of the interview.

The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (**DUN-OPD 01/2023**)

Failure to comply with the above instructions will disqualify the applicants.

***"It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered"***

Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome.

(This institution is an equal opportunity, affirmative action employer, whose aim is to promote representatively at all levels of different Occupational categories in the institution and Persons with disabilities should feel free to apply for the post/s).

**NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T and Resettlement payment for attending interviews. Accommodation will only be allocated when it is available otherwise successful candidate must arrange their private accommodation prior to assumption of duty.**

**No interim accommodation in a form of Bed and Breakfast or Hotel Accommodation.**

ALL APPLICATION SHOULD BE FORWARDED TO THE FOLLOWING ADDRESS

The Human Resource Manager  
Private Bag x 2011  
Dundee  
3000

OR Hand Deliver to:  
Dundee Hospital in a box next to  
Switchboard

CLOSING DATE FOR APPLICATIONS: 2024/04/26

**ORIGINAL SIGNED BY CEO**  
**CHIEF EXECUTIVE OFFICER**  
**MRS. TT VILAKAZI**

## **ADVERTISEMENT-DUNDEE HOSPITAL**

**POST : CLINICAL NURSE PRACTITIONER**  
**EQUITY TARGET : AFRICAN MALE**  
**CENTRE : DUNDEE PROVINCIAL HOSPITAL**  
**NUMBER OF POST : 01**  
**REFERENCE : DUN 02/2024**  
**SALARY :Grade1 : R431 265-R497 193 per annum**  
**:Grade2 : R528 696-R645 720 per annum**  
**OTHER BENEFITS : 12% inhospitable Allowance, 13<sup>th</sup> Cheque, Medical Aid (Optional) and housing allowance (employee must meet prescribed requirements)**

### **MINIMUM REQUIREMENTS**

- STD 10/ Grade12 certificate
- Degree/National in General nursing that allow registration with SANC as a Professional Nurse and a Midwife.
- A post basic nursing qualification with a duration of at least one (1) year accredited by SANC in Clinical Nursing Science, Assessment ,Diagnosis, Treatment and Care.
- Proof of registration with SANC (2024)
- Proof of previous and current work experience / Certificate of Service endorsed by Human Resource Department.
- Valid Driver's license EB (Code8) or C1 (Code10)

### **RECOMMENDATIONS**

- A relevant one (1) year post basic qualification in Psychiatric Nursing Science accredited by SANC.

### **EXPERIENCE**

- **Grade1:** A minimum of 4 years appropriate /recognized nursing experience after registration as a professional nurse with SANC in general nursing plus one (1) year post basic qualification accredited by SANC in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care.
- **Grade:** A minimum of 14 years appropriate / recognized nursing experience after registration as a professional nurse with SANC in general nursing of which at least 10 years must be appropriate experience after obtaining the one year post basic qualification in Primary Health Care.

### **KNOWLEDGE SKILLS, TRAINING AND COMPETENCE REQUIRED**

- Demonstrate an in-depth understand of nursing legislation and related legal and ethical practices.
- Knowledge on nursing care process and procedures, nursing statutes and other relevant legal framework.
- Ability to formulate patient care related policies, vision ,mission and objectives of the clinic
- Communication and interpersonal skills including public relations, negotiating, coaching, conflict handling and counselling skills
- Insight into procedures and policies pertaining nursing care, computer skills in basic programme.
- Ability to plan, organize own work and time for effective and smooth running of the facilities.

### **KEY PERFORMANCE AREAS**

- Assist Operation manager with monitoring and give necessary support in the management of mental health issues.
- Provision of an integrated, optimal, holistic and specialized mental health assessment to individuals, families and communities.
- Provide support in the implementation of Mental Health Programme in the facilities for early diagnoses to break the stigma attached to mental illness.
- Provide support to families in relation to identifying the types and symptoms of mental illness and management thereof.
- Display concern for patients by promoting advocacy, disclosure and adherence to treatment and care, willingness to respond to patient's needs, thus ,ensuring facilities comply with the batho pele principal.
- Identify training needs in all facilities liaise with PHC trainer for support considering his/her expertise on Mental Health Programme with its related guidelines.
- Ensure tracing of mental care users is being monitored and bring treatment defaulters back to care.
- Maintain inter-sectoral collaboration with other stakeholders, be it Multidisciplinary teams or OSS structures.
- Ensure data management is implemented and monitored.
- Maintain a clear referral from community to facility and vice versa

**CLOSING DATE: 26/04/2024**

**ENQUIRES: Mrs I.D. Khumalo**

**Assistant Nursing Manager: PHC**

**Contact details: 034-212-1111 ext259**