TO ALL HEADS OF DEPARTMENTS IN THE KZN PROVINCIAL ADMINISTRATION INSTITUTIONS VACANCIES IN THE DEPARTMENT OF HEALTH CIRCULAR MINUTES

The contents of this Circular Minute must be brought to the attention of all eligible officers and employees on your establishment without delay, including those in all regional/district offices. Institutions must notify all candidates who qualify for posts in this circular minute even if they are absent from their normal places of work.

DIRECTION TO CANDIDATES:-

1. The following documents must be submitted:
   a) Application for Employment Form (Form Z83), which is obtainable at any Government Department OR from the website www.kznhealth.gov.za
   b) Certified copies of highest education qualifications – not copies of certified copies.
   c) Curriculum Vitae
   d) Identity Document – Certified copy

2. The Circular Minute number must be indicated in the column provided on the Z83 form e.g. Circular Minute Number ED 29/2005

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

3. Please note that due the large number of applications received, applications will not be acknowledged. However, every successful candidate will be advised of the outcome of his or her application, in due course. If you have not been contacted within one (01) month after the closing date, please accept that your application was unsuccessful.

(This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department)
Persons with disabilities should feel free to apply.

CLOSING DATE: 15 May 2020

PLEASE FORWARD APPLICATIONS TO:
Human Resource Department
eDumbe Community Health Centre
Private Bag X 322
Paulpietersburg
3180

PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS S&T’s WILL NOT BE PAID
POST: Clinical Programme Coordinator grade 1 (HAST)
INSTITUTION: eDumbe Community Health Centre
NO OF POST: 01
REFERENCE NO: ED 4/2020
SALARY: R 444 278.00 per annum
OTHER BENEFITS: 13th Cheque, Medical Aid: Optional, Housing allowance: Employee must meet prescribed requirements, 12% Rural allowance.

MINIMUM REQUIREMENTS

- Senior certificate (Grade 12),
- Degree / Diploma in General Nursing and Midwifery,
- Current registration with SANC as Professional Nurse and Midwifery,
- A minimum of (7) seven years appropriate recognizable experience in nursing after registration as General Nurse with SANC in General Nursing and Midwifery,

NB: Certificate of service endorsed by the Human Resource Department must be attached.

RECOMMENDATIONS

- Valid Driver’s License code B
- NIMART and NIMDR training
- One year experience in HIV/ARV component.

KNOWLEDGE, SKILLS AND EXPERIENCE

- Knowledge of finance as well as relevant acts and regulations.
- Sound management, negotiation, interpersonal and problem solving skills.
- Good verbal and written communication skills.
- Good planning and organizational skills
- Ability to make independent decisions.
- Extensive analytical skills and high levels of accuracy are required.

KEY PERFORMANCE AREAS

- Work with distance management team to communicate the important of the use of unique ID’s to all facility staff to improve patient tracking and tracking.
- Monitor and support implementation of UTT Policy by all facilities.
- Ensure that there is a process of linking at HIV positive patients to care.
- Ensure that performance target are set and communicated for all staff (Lay counsellors, data Capturers. Clerks, NIMART nurses, CHW’s etc.)
- Strengthening of differentiated care programme (Fast lane, Adherence Club and CCMDD).
- Support and monitor activation of new external Pick Up Points by facilities to improve access to drug collection, reduce facility workload and decrease waiting times,
- Provide feedback to Operational Managers with recommendation for improvements.
- Submit weekly facility visits and performance reports with recommendations to Province HAST Manager.
- Participate in the weekly nerve centre meetings.

Enquiries: Ms. BTN Kunene
Telephone No: 034 995 8567
CLOSING DATE: 15 May 2020

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING
Post: Clinical Nurse Practitioner
Institution: eDumbe CHC (Lunenburg and Hartland Clinic)
No. of post: 02
Reference No: LU/HL/2020
Salary: R 383 226.00 to 444 276.00 (Grade 1)
        R 471 333.00 to 579 696.00 (Grade 2)
Other Benefits: 13th Cheque, Medical Aid: Optional, Housing Allowance (Employee must

Meet prescribed requirements) & 12% rural allowance.

MINIMUM REQUIREMENTS

- Senior certificate (Grade 12)
- Degree / Diploma in General Nursing and Midwifery or equivalent qualification that allow registration with SANC as a Professional Nurse
- Post basic qualification with the duration of at least 1 year qualification in Curative skills in Primary Health Care accredited with SANC
- Registration certificate with SANC as a general Nurse, Midwifery and Clinical Nursing Science
- Current proof of registration with SANC for 2020
- Certificate of service stamped and signed by the HR Department
- Proof of current and previous experience endorsed and stamped by HR must be attached.

RECOMMENDATIONS
- A valid driver’s license will be an added advantage.

GRADE 1
- A minimum of four (4) years appropriate/recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing.

GRADE 2
- A minimum of fourteen (14) years appropriate/recognizable nursing experience after registration as a Professional Nurse with the SANC in General Nursing.
- At least 10 years of the period referred above must be appropriate/recognizable experience after obtaining one (1) post basic qualification in the relevant specialty.

KNOWLEDGE, SKILLS AND EXPERIENCE

- Knowledge of nursing care processes and procedure.
- Knowledge of Nursing Act, Health Act, Occupational Health and safety Act.
- Display a concern for patients, promoting and advocating proper treatment.
- Sound understanding of legislations and related ethical nursing practices within a primary health care environment.
- Report writing skill.

KEY PERFORMANCE AREAS

- Perform a clinical nursing science in accordance with the scope of practice and standards as determined for a primary health care facility.
- Promote quality of nursing care as directed by the professional scope of practice and standards as determined for a primary health care facility.
- Demonstrate a basic understanding of nursing legislation and related legal and ethical nursing practices within a primary health care environment.
- Work effectively and amicably at a supervisory level, with person of divert intellectual, cultural race or religious differences.
- Able to manage own work, time and that of junior colleagues to ensure proper nursing service in a unit.
- Develop contacts, build and maintain a network of professional relations in order to enhance service delivery

Enquiries: Mrs. I.T Mshi
Telephone No: 034 995 8500
Closing Date: 15 May 2020

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