

Reference: HRM 7/1/2
Enquiries: Mrs V Bodasing
12 JANUARY 2024**VACANCIES IN THE DEPARTMENT OF HEALTH: ESHOWE DISTRICT HOSPITAL****VACANCY CIRCULAR NO: ESH01/2024**

The content of this circular must be brought to the attention of all eligible officers and the employees on your establishment without delay. Institutions must notify all candidates even if they are absent from their normal places of work.

DIRECTION TO CANDIDATES

The following documents must be submitted:-

1. Applications must be submitted on the prescribed Application for Employment form (Z83) obtainable from any Public Service Department or from the website www.kznhealth.gov.za.
2. In terms of HRM Circular No 22/2022 and DPSA circular 19/2022, only a detailed Curriculum Vitae and a fully completed Z83 form must be submitted. Reference No must be indicated in the column provided on the application form Z83
3. The certified copies of qualifications and other relevant documents will be requested for submission from shortlisted candidates. NB. Failure to comply with the above instructions will disqualify applicants.
4. 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. **Persons with disabilities should feel free to apply for the post.**
5. Due to the large number of applications we envisage to receive, applications will not be acknowledged. If you have not heard from us within 60 days after the closing date, kindly consider your application as having been unsuccessful.
6. Candidates are encouraged not to send their applications through registered mail, as the Department will not take responsibility for non-collection of those applications.
7. N.B. Fax, email, incomplete and late applications will not be considered. It is the responsibility of the candidates to ensure that their applications reach the Department timeously. Applications may be posted, hand-delivered or Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applicants can submit their Z83 and CV directly to the following email address. EshoweHospital.HRJobApplication@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application Centres (DOAC) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOAC) at www.kznonline.gov.za/kznjobs
8. The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience verifications)
9. 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 Resident/Work Permit holders must submit a documentary proof together with their applications.

Applications to be forwarded to: - Human Resource Department, Eshowe Hospital Private Bag X 504 Eshowe, 3815. Attention: HR Manager

CLOSING DATE FOR ALL APPLICATIONS: 02 February 2024
(Original signed by the Chief Executive Officer)

CHIEF EXECUTIVE OFFICER
MR RSM NGCOBO

NB: Due to financial constraints S & T claims will not be considered

JOB TITLE : OPERATIONAL MANAGER NURSING – SPECIALITY
COMPONENT : TRAUMA & EMERGENCY UNIT
INSTITUTION : ESHOWE DISTRICT HOSPITAL
REF NO : OPM SPEC T&E 01/2024
SALARY : R627 474.00 PA
OTHER BENEFITS: MEDICAL AID (OPTIONAL) HOUSING ALLOWANCE: EMPLOYEE
MUST MEET PRESCRIBED REQUIREMENTS/RURAL ALLOWANCE/13TH CHEQUE

REQUIREMENTS

- Basic R425 qualification-Diploma/degree in nursing or equivalent
- Current registration with South African Nursing Council as a Professional Nurse and Midwifery
- One (01) year Post basic qualification in the speciality (Trauma & Emergency/ICU)
- A minimum of 9 years appropriate/recognizable nursing experience after registration as a Professional Nurse with the South African Nursing Council in General Nursing and Midwifery
- At least 5 years of the period referred to above must be appropriate/recognizable experience in trauma and emergency (casualty) and intensive care unit, after obtaining the 1 year post-basic qualification in (Trauma & Emergency/ICU)

NB: Certificate of service from previous employers, verification of employment from current employer, which must be endorsed and signed by Human Resource Management, will only be requested for submission from shortlisted candidates.

RECOMMENDATIONS

- Diploma /degree in nursing administration

KNOWLEDGE, SKILLS AND COMPETENCIES

- Knowledge of nursing care policies and procedures, nursing statutory regulation and guidelines, and other relevant legal frameworks i.e. Nursing Act, Occupational Health & Safety Act, Patient's Rights Charter, Batho pele principles, Public Service Regulations, Grievance Procedures etc
- Leadership, organizational, decision making and problem solving abilities
- Interpersonal skills including public relations, negotiating, conflict handling and counselling skills
- Financial and budgetary knowledge pertaining to the relevant resources under management
- Computer skills

KEY PERFORMANCE AREAS

- To exercise overall supervision on the departments, identify needs and formulate health care programs and oversee implementation thereof
- Ensure implementation and maintenance of clinical competencies and to ensure that scientific principles of nursing processes are maintained
- Work with members of the multidisciplinary Health team in the formulation of policies related to the area of responsibility
- Contribute to the development of clinical management guidelines and protocols for management of patients and to ensure that these support an acceptable level of care within reasonable resources
- Provide leadership in the implementation of the OHSC
- Ensure proper use and control of all resources, ensuring that operations remain within budget
- Monitor and evaluate staff performance in terms of Employee Performance Management Development System (EPMDS)
- Ensure the effective management of complaints
- Deal with disciplinary and grievance matters including monitoring and managing Absenteeism.
- Ensure implementation of priority programmes to reduce morbidity and mortality from communicable and non- communicable diseases and trauma cases.
- Improve management of trauma and casualty cases
- Ensure implementation of guidelines, triaging and resuscitation protocols.
- Ensure management and effective running of trauma and casualty unit.

ENQUIRIES: DEPUTY NURSING MANAGER: MR. M.T. DUBE 035-4734500

CLOSING DATE: 02 FEBRUARY 2024

JOB TITLE : ULTRASOUND RADIOGRAPHER/SONOGRAPHER
COMPONENT : ALLIED HEALTH
INSTITUTION : ESHOWE DISTRICT HOSPITAL
REF NO : UR 02/2024

REMUNERATION : Grade 1 R444 741.00 pa –
GRADE 2 : R520 785.00pa - GRADE 3: R612 642.00 pa

OTHER BENEFITS: 12% In-hospitable area allowance.

MINIMUM REQUIREMENTS

- Senior Certificate / Grade 12.
- Three (3) year National Diploma of B Tech Degree in Diagnostic and Acts.
- Current registration with the Health Professions Council of South Africa (HPCSA) as a Sonographer.
- NB: Certificate of service from previous employers, verification of employment from current employer, which must be endorsed and signed by Human Resource Management, will only be requested for submission from shortlisted candidates.

Grade 1: Experience- Nil for South African Radiographers that have completed Community Service and One (1) year relevant experience after registration as a Sonographer with recognised Health Professional Council in respect of Foreign qualified Sonographer.

Grade 2: Experience -Ten (10) years appropriate experience after registration with the HPCSA as a Radiographer and Eleven (11) years' experience after registration as a Sonographer with the recognised Health Professional Council in respect of foreign qualified Sonographer.

Grade 3: Experience -Twenty (20) years appropriate experience after registration with the HPCSA as a Radiographer and Twenty one (21) years' experience after registration as a Sonographer with the recognised Health Professional Council in respect of foreign qualified Sonographer.

KNOWLEDGE, SKILLS AND COMPETENCIES

- Sound knowledge of ultrasound procedures
- Knowledge of relevant health and safety policies, regulations and Acts
- Knowledge of quality assurance procedures and methods
- Sound communication, interpersonal, problem solving, teaching and training skills

KEY PERFORMANCE AREAS

- Provide high quality ultrasound services according to the patient's needs.
- To promote good health practices and ensure optimal patient care.
- Execute all ultrasound procedure completely to prevent complications.
- Provide general administrative duties as required
- Provide guidance and supervision to junior staff
- Participate in institutional radiographic policy making and planning for service delivery
- Promote Batho Pele principles in the execution of all duties for effective service delivery.
- Give factual information to patients and clients on ultrasound examinations.
- Participate in departmental Quality assurance, quality improvement programs and National Core Standards.
- Inspect and use equipment professionally to ensure that they comply with safety standards.
- Develop protocols to ensure that the sonographic services comply with the required prescripts.
- Participate in ultrasound quality assurance programmes.
- Participate in continued Professional Development (CPD) programmes

ENQUIRIES: MEDICAL MANAGER: Dr S BUTHELEZI (035 4734500)

CLOSING DATE: 02 FEBRUARY 2024