



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Postal Address : Private Bag X 7058, Estcourt District Hospital

Name of Directorate

Physical Address: No 1 Old Main Road 3310

Tel: 036 342 7193 Fax: 036 342 7116
www.kznhealth.gov.za

Email address: Mfiswa.nqubuka@kznhealth.gov.za

Enquiries: PN SIBIYA

Date 2021/11/03

TO HEADS OF ALL INSTITUTIONS VACANCIES AT ESTCOURT DISTRICT HOSPITAL

The content of this circular Minute must be brought to the notice of all eligible Officers and employees on your establishment including those in Regional/ District Offices. Institution must notify all candidates who qualify for the post 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 (Z83), which is obtainable at any government department.
- b) Certified copies of highest Educational qualification- copies of certified copy will not be accepted.
- c) Curriculum Vitae.
- d) Proof of current registration with the South African Nursing Council (SANC).
- e) Certified copy of ID document.

2. The reference number must be indicated in the column provided on the form Z83.
e.g. reference **EST/07/2021**

N.B. Failure to comply with the above instruction will disqualify the applicants.

3. Please note that due to the number of application received, applicants will not be acknowledged. However, applicants will be advised of the outcome of their application in due course.

4. The appointment is subject to positive outcome obtained from the following checks: (security clearance, credit records, qualification, citizenship, previous experience, and employment verifications).

5. ALL APPLICATIONS SHOULD BE FORWARD TO:

Assistant Director (HRM) OR hand deliver to the HR Department
Estcourt District Hospital
Private Bag 7058
Estcourt
3310



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RE: ADVERTISED THOSE WHO APPLIED BEFORE MAY RE-APPLY

POSTS : Professional Nurse: Speciality-Advance Midwifery X2
CENTRE : Estcourt District Hospital
NOTCH : Grade 1 R388 974.00
REFERENCE: EST/33/2021
**BENEFITS : 13th Cheque, Medical Aid (Optional) Home Owner Allowance
8% rural allowance (Employee must meet the prescribed
requirement)**

MINIMUM REQUERMENT OF THE POST

GRADE 1

- ❖ National Senior Certificate
 - ❖ Degree/ Diploma in General Nursing, plus 1 year post basic qualification in advanced midwife
 - ❖ Registration with SANC as General Nurse and advance midwifery
 - ❖ A minimum of 4 years appropriate/recognizable experience as a General Nurse
- **CERTIFICATE OF SERVICE ENDOSED BY HR AS PROOF OF EXPERIENCE IS REQUIRED:**

GRADE 2

- ❖ A minimum of 14 years appropriate/ recognizable nursing experience after registration as a General Nurse with SANC of which 10 years must be appropriate/ recognizable experience in speciality after obtaining one year post basic qualification in the relevant speciality.
- **CERTIFICATE OF SERVICE ENDOSED BY HR AS PROOF OF EXPERIENCE IS REQUIRED:**

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCES REQUIRED

- ❖ Demonstrate understanding of nursing legislation and ethical nursing practices.
- ❖ Demonstrate a basic understanding of HR and financial policies and practices
- ❖ Good communications skills
- ❖ Good interpersonal skills
- ❖ Team building and supervisory skills
- ❖ Demonstrate knowledge of health related Acts and legal prescripts
- ❖ Knowledge of covid19 protocols

KEY PERFORMANCE AREAS /KRA'S

- ❖ Provide comprehensive quality nursing care to patients/ clients in a speciality unit in a cost-effective and efficient manner.
- ❖ Assist in planning organizing and monitoring of objectives of the specialized unit.



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- ❖ Manage all resources within the unit effectively and efficiently to ensure optimum service delivery.
- ❖ Conduct ESMOE and HBB drills
- ❖ Demonstrate compliance with Nursing Act and SANC regulations
- ❖ Able to plan and organize own work and that of support personnel to ensure proper nursing care.
- ❖ Display a concern for patients promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs requirements and expectations (Batho Pele).
- ❖ Work as part of the multidisciplinary team to ensure good nursing care
- ❖ Demonstrate effective communication with patients, supervisors and other clinicians including report writing when required.
- ❖ Ensure compliance with all National, Provincial and Professional prescripts/ legislation.
- ❖ Participate in the analysis and formulation of nursing policies and procedures.
- ❖ Assist in EPMDS evaluation of staff within the unit and give guidance.
- ❖ Order, monitor and control levels of consumables.
- ❖ Provide a safe therapeutic and hygienic environment.
- ❖ Work effectively and amicably at supervisory level with persons of diverse intellectual cultural racial or religious differences.
- ❖ Demonstrate understanding of Human Resource and Financial Management Policies and Procedures.
- ❖ Monitor and evaluate the care and management of all patients and ensure the maintenance of accurate and complete patient records.
- ❖ Participate in teaching of staff and mothers/ relatives and mentorship of junior staff and trainees
- ❖ Implement plan of action in emergency situations according to protocols and guidelines.
- ❖ To attend monthly nursing and multidisciplinary meetings and implement action plans
- ❖ Ensure that MNCWH and MBFHI programmes are properly implemented.
- ❖ Conduct audits and implement quality improvement programmes.
- ❖ Uphold the Batho Pele Principles and Patient Right Charter
- ❖ Exercise control over discipline grievances and Labour Relation issues according to the laid down

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. People with disabilities should feel free to apply.

PLEASE NOTE THAT TO DUE FINANCIAL CONSTRAINTS NO S&T PAYMENTS WILL BE CONSIDERED FOR PAYMENT TO CANDIDATES THAT ARE INVITED FOR INTERVIEW:

ENQUIRES : MS P.N. SIBIYA
Telephone No : (036) 342 7041
Closing : 14 JANUARY 2022