



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: **MS. N. SBIYA**

Date **2021/12/09**

**TO HEADS OF ALL INSTITUTIONS
VACANCES 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:

- Application for employment Form (Z83). Obtainable from any government office or from the website-www.kznhealth.gov.za
- Certified copies of highest educational qualifications and I.D (Not Copies of certified copies). Certified copies must not be older than 3 months.
- Curriculum Vitae (CV)
- Proof of registration with the SANC 2021
- Contactable and verifiable references must be included in the C.V
- The reference number of the post must be indicated in the column provided on the Z83 application form e.g. EST/13/2021
- Faxed/ emailed applications will not be considered

N.B. FAILURE TO COMPLY WITH THE ABOVE INSTUCTIONS WILL DISQUALIFY THE APPLICANTS.

2. **Applicants** are advised that due to the number of applications anticipated, individual applications will not be acknowledged. Should you not receive a Response within six (6) weeks after the closing date, the application must be considered unsuccessful.
3. People with disabilities are encouraged to apply.
4. This department is an equal opportunity, affirmative action employer, whose aim is to promote representability in all levels of all occupational classes of the department.
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 Resident/Work Permit holders must submit documentary proof together with their applications. African males are encouraged to apply:

ALL APPLICATIONS SHOULD BE FORWARD TO:

Acting Assistant Director (HRM) OR hand deliver to the HR Department

Estcourt District Hospital

Private Bag 7058

Estcourt

3310

CLOSING DATE FOR APPLICATIONS IS: 14 JANAUARY 2022

MS. N. SBIYA
Assistant Nursing Manager
Estcourt District Hospital

Date:



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RE-ADVERTISED THOSE WHO APPLIED BEFORE MAY RE-APPLY

POST	: Professional Nurse Speciality (Grade 1 /2)
No of Posts	: 02
Component	: Paediatrics
CENTRE	: Estcourt District Hospital
REFERENCE NO	: EST/34/2021
SALARY GRADE	: R R388 974.00 P.A
BENEFITS	: Housing allowance, 13th cheque, medical aid Optional and 8% rural allowance.

MINIMUM REQUERMENTS FOR THE POST:

- Senior Certificate or Equivalent qualification
- Degree/Diploma in General Nursing
- A Post Basic qualification with a duration of at least one year accredited with SANC in Child Nursing Science
- CURRENT registration with SANC in General Nursing and Child Nursing Science
- 2021 SANC Annual practicing certificate (2021 RECEIPT)
- **CERTIFICATE OF SERVICE ENDOSED BY HR AS PROOF OF EXPERIENCE IS REQUIRED:**

EXPERIENCE

- **GRADE 1:** A minimum of 04 years appropriate/recognizable experience in nursing after registration as professional nurse with SANC in General Nursing
- **GRADE 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as a Professional Nursing with the SANC in General Nursing. At least ten years of the period referred to above must be appropriate/recognizable experience in the relevant speciality after obtaining the 1 year post basic qualification in Child Nursing Science.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Knowledge of child nursing
- Knowledge and insight into nursing processes and procedures
- Knowledge of Public Service Acts, Regulations, prescripts and policies
- Knowledge of SANC rules and regulations
- Knowledge of Code of Conduct for Public Service employees
- Decision making and problem solving skills
- Skills in organizing, planning and supervising
- Knowledge of Batho Pele Principles and Patients Right Charter
- Knowledge of National Core standards
- Ability to supervise, teach and manage staff
- An understanding of challenges facing Public Health Sector
- Strong interpersonal, communication and presentation skills.



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KEY PERFORMANCE AREAS /KRA'S

- Assist in planning/organizing and monitoring of objectives of specialized unit
- Provide therapeutic environment for staff, patients and public
- Provide comprehensive, quality nursing care
- Provide direct and indirect supervision of all Nursing Staff/ housekeeping Staff and to give them guidance and ensure continuity of patient care on all levels
- Assist with allocation/change list, day and night duty roster and inputs for leave
- Assist in EPMDS evaluation of staff and implementation of EAP
- Assist in orientation, induction and monitoring of all nursing staff
- To complete patient related data and partake in research
- Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant speciality
- Assist with relief duties of supervisor and act as junior shift-leader on both day night shift
- Partake in overall specialized unit function, i.e teams building
- Effective management of resources.
- Implement standards, practices and indicators for child health and CARMMA.
- Management of SAM according to 10 steps.
- Demonstrate adequate knowledge of Covid-19 protocols.

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

ALL APPLICATIONS SHOULD BE FORWARD TO:

Assistant Director (HRM) OR hand deliver to the HR Department

Estcourt District Hospital

Private Bag 7058

Estcourt

3310

CLOSING DATE FOR APPLICATIONS IS: 14 JANUARY 2022

ENQUIRES : MS. N. SIBIYA

Telephone No : (036) 342 7041