TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No.G13/2020

The contents of this Circular Minute must be brought to the notice of all eligible employees on the establishment of all Institutions. It must be ensured that all employees who meet the requirements of the post/s are made aware of this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:-

1. The following documents must be submitted:-
   (a) Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za.
   (b) Certified copies of identity document, driver’s licence, highest educational qualifications and professional registration certificates – not copies of certified copies.
   (c) Curriculum Vitae.

2. The Reference Number must be indicated in the column provided on the form Z.83.

NB: (a) Failure to comply with the above instructions, faxed and e-mailed application will disqualify the applicants.

   (b) The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

3. Competency assessment and reference checking will be done as part of the selection process.

4. The inclusive remuneration packages indicated on all the enclosed advertised posts consist of basic salary (70% of package), State’s contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of the applicable rules.

Reference : HRM 7/1/2
Enquiries : Mr N C Mbatha
Telephone : (033) 395 2299

15 March 2020

uMnyango Wezempilo. Departement van Gesondheid

Fighting Disease, Fighting Poverty, Giving Hope
5. Further, it will be required from the respective successful candidates to enter into a permanent employment contract and a Performance Agreement.

6. Persons with disabilities should feel free to apply for any of the posts.

7. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

8. 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 Residents/Work Permit holders must submit documentary proof together with their applications.

(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).

CLOSING DATE FOR APPLICATIONS IS 03 APRIL 2020

HEAD: DEPARTMENT OF HEALTH
KWAZULU-NATAL
(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).

**DEPUTY DIRECTOR GENERAL: DISTRICT HEALTH SERVICES: (LEVEL 15)**

**REFERENCE NO. G20/2020**

Cluster: District Health Services: Head Office: Pietermaritzburg

Salary Package: R1 521 591.00 per annum

**REQUIREMENTS FOR THE ABOVE POST:**

- • A Health related undergraduate qualification and any relevant post graduate qualification (NQF level 8); **PLUS** • Eight to ten years (8-10) years of experience at a Senior Managerial level; **PLUS** • Unendorsed valid Code B driver’s licence (Code 08).

**NB:** All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview.

**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:**

- Advance knowledge and understanding of health challenges in KZN; • Excellent communication skills (written and verbal); • Knowledge of the Public Finance Management Act (PFMA); • Ability to function under pressure; • Willingness to travel frequently and work long and irregular hours; • Computer skills; • Good interpersonal skills.

**KEY PERFORMANCE AREAS:**

- Develop policies for District Health services (PHC and District Hospitals). • Identify and promote best practice models and support planning, delivery and quality improvement. • Promote, co-ordinate and institutionalise the District Health System. • Ensure uniform implementation of the District Health System. • Participate in the various health planning programmes with a view of enhancing achievement of the strategic goals of the Department as outlined in the National Service Delivery Agreement. • Provide strategic insight and foresight, management and leadership. • Participate in interdepartmental and other Government strategic projects. • Work with other sectors to address social determinants of Health; • Provide strategic leadership in various planning forums. • Provide strategic support to the Head of Department and the Department by ensuring that an alignment exists between the performance of the Department and the performance of all Districts. • Establish policy and guidelines and assist Districts in the implementation and monitoring of Communicable and Non-Communicable Diseases.

**ENQUIRIES:**

DR S C TSHABALALA : 033- 395 3176

**ALL APPLICATIONS SHOULD BE FORWARDED TO:**

The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051 Pietermaritzburg 3200 **OR** Hand Deliver to: 330 Langalibalele Street, Natalia Building, **REGISTRY**, Minus 1:1 North Tower.

(Attention: Mr N C Mbatha)