



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

201 Townbush Road, Northern Park, Pietermaritzburg, 3201
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www.kznhealth.gov.za

GREY'S HOSPITAL

Human Resource Management Services

VACANCY

Job Title	:	Manager Nursing (Level 3 Hospital)
Component	:	Nursing Management Services
Institution	:	Grey's Hospital
Centre	:	Pietermaritzburg
Ref No	:	GS 6/22
Salary Notch	:	R963 723.00 per annum (all inclusive package), consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules

MINIMUM REQUIREMENTS:

- Senior Certificate (Standard 10/Grade 12) or equivalent;
- Diploma/Degree in Nursing or equivalent qualification (basic R425 qualification) that allows registration with the SANC as a Professional Nurse;
- Registration with the SANC as a Professional Nurse;
- Current registration (2022) with the SANC;
- A minimum of 10 years appropriate or recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing;
- At least 5 years of the period referred to above must be appropriate and recognizable experience at management level; and
- Proof of working experience in the form of a certificate of service endorsed by Human Resource Management Component/Department.

EMPLOYMENT EQUITY TARGET

- The Employment Equity Target for this post is an **African Male or African Female or Coloured Male**.

KNOWLEDGE, SKILLS AND ATRIBUTES:

- Working knowledge of the public sector policies, acts and regulations
- Knowledge of Nursing Management and relevant policies, regulations and procedures.
- Knowledge and understanding of Human Resources and Financial Management practices
- Knowledge of Labour Relations and Disciplinary procedures and processes
- Sound Management, organization, interpersonal and problem solving skills.
- Good verbal and written communication skills.
- Mentorship and supervisory skills
- Computer literacy in Microsoft software packages.

KEY PERFORMANCE AREAS:

- Provide leadership and facilitate strategic planning, policy planning, development and implementation.
- Exercise overall control over nursing care, including information and implementation of nursing programmes, execution and evaluation thereof.
- Execute duties and function with proficiency, in support of aims and strategic objectives of the hospital and of the Department of Health.
- Demonstrate hospital's commitment to quality nursing care and ensure compliance with National Core Standards.
- Ensure control of the selection, recruitment and development of nursing staff.
- Ensure control of disciplinary matters, grievances and labour issues.
- Facilitate cost control in the utilization of both human and material resources.
- Advise the CEO and management team on norms and standards of Nursing Practices.
- Ensure that systems and processes are in place to support implementation of objectives.
- Facilitate clinical workshops and meetings to update nursing staff.
- Ensure compliance with all relevant legislations including the OHS Act.
- Submit verbal and written reports timeously to the CEO.
- Coordinate, facilitate and implement quality improvement initiatives and good governance.

ENQUIRES DR. KB BILENGE TEL : 033-897 3321

1. The following documents must be submitted:
 - a) Application for employment form (Form Z83), which is obtainable from any Government Department OR from the website – www.kznhealth.gov.za
 - b) Certified copies of matric certificate, highest educational qualifications and **professional registration certificates – not copies of copies.**
 - c) Curriculum Vitae and certified ID copy
2. The **Reference Number** must be indicated in the column provided on the form Z83, e.g. Reference Number GS 6/22.

NB: Failure to comply with the above instructions **will disqualify applicants.** Faxed and emailed applications will NOT be accepted.

3. Please note that communication will only be entered into with candidates that have been short-listed. **If you have not heard from us two months after the closing date, please consider your application as being unsuccessful.**
4. 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).
5. It is the applicant's responsibility to have a foreign qualification (which is a requirement of the post) evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.

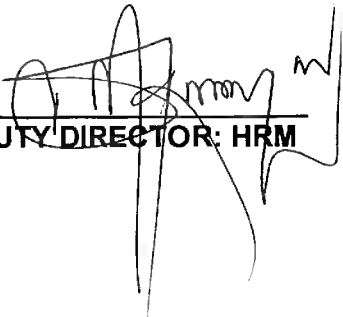
THIS DEPARTMENT IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER, WHOSE AIM IS TO PROMOTE REPRESENTIVITY IN ALL LEVELS OF ALL OCCUPATIONAL CLASSES OF THE DEPARTMENT.

APPLICATIONS MUST BE FORWARDED TO:

Human Resources Department
Greys Hospital
Private Bag x 9001
Pietermaritzburg
3200

Attention: Mrs M Chandulal

CLOSING DATE: 03 JUNE 2022



DEPUTY DIRECTOR: HRM



CHIEF EXECUTIVE OFFICER

	JOB TITLE	SCALE	EDUCATIONAL QUALIFICATION	STATUTORY REQUIREMENTS	COMPETENCIES		EXPERIENTIAL COMPETENCY
					FUNCTIONAL	GENERIC	
9	Deputy Manager Nursing (Levels 1&2 Hospitals)	PN-A8	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse	Registration with the SANC as Professional Nurse	Competency profile to be determined according to the Middle Management Competency Framework	Competency profile to be determined according to the Middle Management Competency Framework	<input type="checkbox"/> A minimum of 9 years appropriate/recognition experience in nursing after registration as Professional Nurse with the SANC in General Nursing <input type="checkbox"/> At least 4 years of the period referred to above must be appropriate/recognition experience at management level
10	Manager Nursing (Level 3 Hospital)	PN-A9	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse	Registration with the SANC as Professional Nurse	Competency profile to be determined according to the Middle Management Competency Framework	Competency profile to be determined according to the Middle Management Competency Framework	<input type="checkbox"/> A minimum of 10 years appropriate/recognition experience in nursing after registration as Professional Nurse with the SANC in General Nursing <input type="checkbox"/> At least 5 years of the period referred to above must be appropriate/recognition experience at management level

OCCUPATION SPECIFIC DISPENSATION (OSD)

PROFESSIONAL NURSE



Determination by:
The Minister for Public Service and Administration