TO ALL HEADS OF INSTITUTIONS

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTES

The contents of this Circular Minute must be brought to the attention of all eligible employees on your establishment without delay. Institutions must notify all employees who qualify even if they are not in their normal places of work.

DIRECTIONS TO CANDIDATES

The following documents must be submitted and if not submitted the applicant will be disqualified forthwith:-

- Application for Employment Form (Z83), which is obtainable at any Government department OR from the website- www.kznhealth.gov.za
- Certified copies of Highest Educational Qualifications- not copies of certified copies.
- Curriculum Vitae
- Certified copy of Identity Document – not copy of a copy

The reference number must be indicated in the column provided on form Z83, e.g. Reference Number (GTN 40/2019)

Failure to comply with the above instructions will disqualify the applicants.

Please note that due to a large number of applications received, applications will not be acknowledged, however, only the short-listed applicants will be advised of the outcome.

(This Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representatively at all levels of different Occupational categories in the hospital and Persons with disabilities should feel free to apply for the post/s).

CLOSING DATE FOR APPLICATIONS: 2019/10/21

Original Signed By Ceo

CHIEF EXECUTIVE OFFICER
GREYTOWN HOSPITAL

UMnyango Wezempilo . Departement van Gesondheid

Fighting Disease, Fighting Poverty, Giving Hope
POST: PROFESSIONAL NURSE SPECIALITY GRADE 1&2- (SPECIALITY) THEATRE
SECTION: OPERATING THEATRE AND CSSD
REFERENCE: GTN 40/ 2019
NUMBER OF POSTS: 03
INSTITUTION: GREYTOWN HOSPITAL

SALARY & MINIMUM REQUIREMENTS:

PROFESSIONAL NURSE GRADE 1 (SPECIALITY) : R 383 226.00 Per Annum plus benefits 13th Cheque, Medical Aid optional. Housing Allowance (Employees to meet the prescribed requirements)
RURAL ALLOWANCE: 12%
- Matric Certificate –Verified Copy
- Diploma in General Nursing & Midwifery
- Post Basic Diploma in Operating Theatre Technique
- Proof of Registration with SANC-2019 receipt
- A minimum of 4 years appropriate/ recognizable experience after registration as a Professional Nurse with S.A.N.C. in General Nursing
- NB. Certified copies of Certificate of Service stating the relevant experience must be attached to the application

PROFESSIONAL NURSE GRADE 2 (SPECIALITY) : R 471 333.00 Per Annum plus benefits 13th Cheque, Medical Aid optional. Housing Allowance (Employees to meet the prescribed requirements)
RURAL ALLOWANCE: 12%
- A Minimum of 14 years appropriate / recognisable experience in Nursing after registration as a Professional Nurse with S.A.N.C. in General Nursing
- At least 10 years of the period referred to above be appropriate/ recognisable experience in the relevant speciality
- Certified copy of Certificate of service to be attached to the application

KNOWLEDGE, SKILLS, TRAINING & COMPETENCIES REQUIRED:
- Sound knowledge of latest technology in Theatre Nursing
- Sound knowledge nursing care
- Sound knowledge of nursing care delivery approaches
- Formulation of mission and objectives of the unit
- A Sound knowledge of the Provincial Health Act of 2000, the Nursing Act, Occupational Health & Safety Act of 1995
- Maintain accurate and complete patient records according to legal requirements

KEY PERFORMANCE AREAS
- Must be able to handle obstetric and emergencies and high risk conditions
- Provide a safe, therapeutic environment as laid down by the Nursing Act
- Provision of optimal, holistic specialized nursing care with set standards and within a professional/ legal framework
- Delegate duties and support staff in the execution of patient care
- Effective utilization of human and material resources
- Assist with relief duties of the supervisor and act as a junior shift-leader on both day and night shift
- To participate in quality improvement programmes and clinical audits
- Co-ordination of optimal holistic specialised nursing care provided within set standards and a professional / legal framework
RE-ADVETISEMENT

- Manage effectively the utilization and supervision of human, financial, physical and material resources and services
- Co-ordination of the provision of effective training research
- Provision of effective support to nursing services
- Maintain professional growth/ethical standards and self-development
- To relieve with duties of the supervisor i.e Operational Manager
- To partake in overall specialized unit functions i.e Team Building
- Participate in the analysis, formulation and implementation of nursing guidelines practice standards and procedures
- Maintain constructive working relationships with nursing and other stakeholders i.e inter-professional and inter-sectoral and multi-disciplinary team work
- Exercise control over discipline, grievance and labour relation issues

Enquiries: Ms. P.P.L NKALA  Tel.: 033 4139 410

Applications should be forwarded to: Human Resource Department
Private Bag X 5562
Greytown
3250

ATTENTION: MR. LP NTOMBELA

CLOSING DATE FOR APPLICATIONS: 2019/10/21