



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

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www.kznhealth.gov.za

DIRECTORATE:

HARRY GWALA REGIONAL HOSPITAL
RECRUITMENT AND SELECTION

Enquiries: Mr. NJ Mgwaba
Circular: HGRH 05/2024
Date: 10 January 2024

**TO: HEADS OF ALL DEPARTMENTS
VACANCIES IN HARRY GWALA REGIONAL HOSPITAL
CIRCULAR MINUTE: HGRH 05/2024**

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:

- The following documents must be submitted:-
 - Application for Employment Form (Form Z.83), which is obtainable at any Government Department **OR** from the website - www.kznhealth.gov.za.
 - Comprehensive CV (with detailed experience) with full record of service, stating duties performed/performing and years of experience written in full e.g. 01/01/2023.
 - Copies of Qualifications, Registration Certificates and updated certificate of service must not be submitted when applying for employment. Only shortlisted candidates will be requested to bring certified copies on or before the day of the interview.
- The Reference Number must be indicated in the column provided on the form Z.83.
NB: Failure to comply with the above instructions will disqualify applicants.
- 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, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).
- The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications)
- Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful
- Harry Gwala Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution
- All appointments will be made in accordance with the Employment Equity targets of the Hospital. People with disabilities are encouraged to apply**
- Please note that due to financial constraints no S&T payments will be considered for payment to candidates that are invited for interview.**

9. ALL APPLICATIONS SHOULD BE FORWARDED TO:

CHIEF EXECUTIVE OFFICER
HARRY GWALA REGIONAL HOSPITAL
PRIVATE BAG X 509
PLESSISLAER
3216

OR

HAND DELIVERED TO THE BOX BY THE MAIN GATE BEHIND SECURITY OFFICE
MARKED FOR THE ATTENTION OF: MR. T.C. MANYONI

N.B: NO REGISTERED MAIL AND FAXED APPLICATIONS WILL BE CONSIDERED

CLOSING DATE FOR APPLICATIONS: 26/01/2024

Original signed and dated by the Chief Executive Officer (copy available on request)

MRS. N.T. NXABA
CHIEF EXECUTIVE OFFICER
HARRY GWALA REGIONAL HOSPITAL

DATE: 10/01/2024

GROWING KWAZULU NATAL TOGETHER

ADVERT

POST TITLE	: ASSISTANT MANAGER NURSING (SPECIALITY) PAEDIATRICS
NO. OF POST	: 01
REFERENCE NUMBER	: NURS 05/2024
CENTRE	: HARRY GWALA REGIONAL HOSPITAL
SALARY NOTCH	: R 683 838.00 TO R 767 184.00
OTHER BENEFITS	: 13TH CHEQUE, 8% INHOSPITABLE AREA ALLOWANCE, MEDICAL AID (OPTIONAL), HOME OWNER ALLOWANCE (EMPLOYEE MUST MEET PRESCRIBED REQUIREMENTS)

MINIMUM REQUIREMENTS

- Matric/Senior certificate (Grade 12) or equivalent qualification
- Degree / Diploma in General Nursing Science and Midwifery
- Current registration with South African Nursing Council as Professional nurse and a midwife
- Current proof of registration with SANC for 2024 APC
- Minimum of 9 years appropriate /recognizable experience as a Professional nurse after registration as a Professional nurse, at least 5 years of this period must be appropriate /recognizable experience after obtaining the 1 year post basic qualification in Pediatrics
- Three (03) years of the period referred to above must be appropriate /recognizable experience at operational management level
- Proof of current and previous work experience (Certificate of service) endorsed by HR will be required from shortlisted candidates.

Knowledge, Skills, Training, Competencies Required

- Knowledge of nursing care processes procedures
- Knowledge of nursing statutes and relevant legal framework
- Operational management, co-ordination, networking liaison skills
- Good communication, interpersonal relations, problem solving, conflict management skills
- Planning, organizing, report writing skills
- People management and financial management skills

Key Performance Areas

- Supervising and ensure the provision of an effective efficient quality patient care
- Co-ordination of optimal holistic specialized nursing care provided with set standards and a professional/legal framework
- Manage effectively the utilization and supervision of human, financial, physical and material resources and services
- Provision of effective support to nursing services
- Contribute to the reduction of child morbidity and mortality.
- Monitor implementation of EPOC package
- To relieve with duties of the supervisor

- To partake in overall specialized unit function, team building
- Participate in the analysis, formulation and implementation of nursing guidelines, practice, standard operational procedures
- Maintain constructive working relationships with nursing and other stakeholders i.e. Inter-professional and inter-sectorial and multi-disciplinary team work
- Complete patient related data
- Co-ordination of ideal hospital framework requirements norms and standards
- Develop and implement strategies for Infection Prevention and Control
- Implement and monitor staff performance (EPMDS)

ENQUIRES: Mrs. N.C Ngubo

Contact: 033-395 4427

CLOSING DATE: 26/01/2024