



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: Mrs. GZ Sokhela
Circular: HGRH 09/2024
Date: 27 February 2024

**TO: HEADS OF ALL DEPARTMENTS
VACANCIES IN HARRY GWALA REGIONAL HOSPITAL
CIRCULAR MINUTE: HGRH 09/2024**

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. 01/01/2024.**
 - 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: 28 MARCH 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: 01/03/2024

GROWING KWAZULU NATAL TOGETHER

ADVERT

JOB TITLE : MEDICAL SPECIALIST GRADE 1/2/3
COMPONENT : SURGERY DEPARTMENT
NO OF POSTS : 01
INSTITUTION : HARRY GWALA REGIONAL HOSPITAL

REFERENCE : MED 11/2024

OTHER BENEFITS : 13th CHEQUE, PLUS
18% INHOSPITABLE AREA ALLOWANCE
MEDICAL AID (OPTIONAL),
HOUSING ALLOWANCE
(Employee must meet prescribed requirements)

REQUIREMENTS FOR THE POST

- Senior Certificate
- Appropriate qualification in Health Science (MBChB degree or equivalent)
- Registration with HPCSA as specialist in surgery
- Appropriate academic qualification registerable with as a Specialist Surgeon
- Current registration with the HPCSA as a Specialist in surgery (2023-2024)

• EXPERIENCE REQUIRED:

GRADE 1: R 1 214 805.00 – R 1 288 095.00 Package

Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA in the Surgery Department. Foreign candidates require 1 year relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service.

GRADE 2: R 1 386 069.00 – R 1 469 883.00 Package

Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA in the Surgery Department. 5 years' experience after registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in the Surgery Department. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Certificate of Service endorsed by HR Department must be attached**

GRADE 3: R 1 605 330.00 – R 2 001 927.00 Package

Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA in the Surgery Department. 10 years' experience after registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in the Surgery Department. Foreign candidates require 11 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Certificate of Service endorsed by HR Department must be attached.**

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED

- Knowledge of appropriate specialist level procedures and protocols within the field of general surgery.
- Sound knowledge of Human Resource management.
- Ability to supervise and teach junior staff.

- Good communication, interpersonal and management skills.
- Sound professional and ethical values and a concern for excellence.
- Information management and quality assurance.
- Knowledge of current Health and Public Servants legislation, regulation and policy.
- Leadership and decision making abilities as well as problem solving and conflict management.

KEY PERFORMANCE AREAS

- Participate in the delivery of a 24 hour in-patient and out-patient general surgery service within the Pietermaritzburg Metropolitan Hospitals Complex based at Harry Gwala Regional Hospital or Grey's Hospital
- Undertake teaching of undergraduate medical students, postgraduate General Surgery trainees and allied health care personnel.
- Develop management protocols for the general surgery service in accordance with the Hospital and Department policies;
- Provide appropriate surgical care to general surgery patients;
- Maintain the effective and efficient utilisation of human resources in respect of:-
 - Overseeing and supervising General surgery staff in the execution of their duties.
 - Training staff and promoting ongoing staff development in accordance with their individual and departmental development needs.
 - Recruiting and selecting staff in accordance with government prescripts.
 - Assessing performance of general surgery staff.
 - Allocating general surgery personnel to respective wards and call roster
- Provide measures and guidance on quality assurance to comply with set quality standards;
- Provide General surgery outreach services in the Pietermaritzburg Metropolitan Hospitals Complex and Area 2
- Foster collaboration with other hospitals within and outside the district;
- Exercise cost control over the activities of the department in line with the allocated budget;
- Participate in all academic and clinical meetings of the General Surgery Department;
- Participate in departmental research activities
- Accept responsibility for continuous professional development to keep up to date with new developments in the field of expertise and related fields.
- Any other duties as assigned by the Head of Department

ENQUIRIES: DR. P. RANJAN

CONTACT: (033) 395 4165

CLOSING DATE: 28 MARCH 2024

ADVERT

JOB TITLE : MEDICAL SPECIALIST GRADE 1/2/3
COMPONENT : PAEDIATRICS DEPARTMENT
(PMB METROPOLITAN HOSPITALS COMPLEX)

NO OF POSTS : 02
INSTITUTION : HARRY GWALA REGIONAL HOSPITAL

REFERENCE : MED 12/2024

OTHER BENEFITS : 13th CHEQUE, PLUS
18% INHOSPITABLE AREA ALLOWANCE
MEDICAL AID (OPTIONAL),
HOUSING ALLOWANCE
(Employee must meet prescribed requirements)

REQUIREMENTS FOR THE POST

- Grade 12 Certificate,
- MBCHB OR equivalent qualification Plus
- FC Paeds (SA) OR equivalent
- Registration certificate with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Paediatrics OR as a registrar in Paediatrics
- Current practice with the HPCSA as a Medical Specialist (2023-2024).

• EXPERIENCE REQUIRED:

GRADE 1: R 1 214 805.00 – R 1 288 095.00 Package

Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA in the Paediatrics Department. Foreign candidates require 1 year relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service.

GRADE 2: R 1 386 069.00 – R 1 469 883.00 Package

Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA in the Paediatrics Department. 5 years' experience after registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in the Surgery Department. Foreign candidates require 6 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Certificate of Service endorsed by HR Department must be attached**

GRADE 3: R 1 605 330.00 – R 2 001 927.00 Package

Appropriate Qualification in the relevant discipline that allows registration as a Medical Specialist with HPCSA in the Paediatrics Department. 10 years' experience after registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in the Surgery Department. Foreign candidates require 11 years relevant experience after registration with a recognized Foreign Health Professional Council, of whom it is not required to perform Community Service. **Certificate of Service endorsed by HR Department must be attached.**

N.B:

- **Medical Practitioners must have successfully completed their certificate of Paediatric exams (FCPaed Part 2 exams)**
- **Medical Practitioners completing their MMed's who have submitted their research for publication or dissertation for marking are encouraged to apply (Kindly note that you will only be eligible if you have full registration within the next few months and have your MMED completed by the interview sitting)**
- **Additional jobs may be available within the next six months and we will utilize this interview process to offer additional jobs in Paediatrics at Harry Gwala Regional Hospital once the post is available and ratified**

RECOMMENDATIONS

- Sub-specialist medical knowledge, skills & competencies in Paediatrics will be an added advantage

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED

- Outstanding clinical skills in field of Paediatrics preferably obtained in public service/environment
- Ability and practical experience to provide training for under and post graduates
- Develop and review clinical protocols and guidelines for Paediatrics Quality Management (improvement, assurance, audits, etc)
- Leadership, people management, problem solving, decision making and communication skills
- Mentoring, coaching, facilitation, teaching and training skills
- General management skills: human resources, finance, operations, strategy, marketing
- Knowledge of relevant protocols, policies, regulations, public service legislation and guidelines
- Medical ethics, epidemiology, research and statistics

KEY PERFORMANCE AREAS

- Will cover clinical skills, performance, training, research and supervision & support
- Provision of Specialist Paediatric services
- Participate in the Departmental outreach program to the catchment area
- Clinical and administrative responsibility to Harry Gwala Regional Hospital
- Intern, Community Service Doctor's, Medical Officer and Registrar Supervision and evaluation (EPMDS for junior staff)
- Post graduate Paediatric development and strengthening
- Training programme for under – and post graduates, lecturer, bed side teaching, etc
- Clinical Quality: audits, morbidity and mortality reviews, clinical guidelines, protocols, quarterly reports
- Responsible for some QIP and QAP's and committee's at Harry Gwala Regional Hospital and will be responsible for a Metropolitan portfolio as well
- Play a leadership role in conducting ward rounds, problem ward rounds, ground ward rounds, multidisciplinary meetings and mortality meeting for teaching purposes
- Ensuring unit meeting occur regularly
- Patient satisfaction: satisfaction surveys, community consultation and active participation in development of services, waiting times, customization of services
- Systems: appropriate level of care, referral pathways, seamless and integrative service delivery systems
- Health Information and Research: ME disease profile, setting up of database for clinical conditions, sundries and consumables, conduct relevant research
- Involved in Paediatric resuscitation courses and all initiatives in the care on neonates and children
- Part of the Pietermaritzburg Metropolitan Department and all activities relating to the Department including academic and training programs
- To perform overtime duties in line with the Paediatric Metropolitan Departmental needs

- Assist with the maintenance of standards of care and implementation of quality of quality improvement programmes within the Department
- Assist with the administration of a component of the Paediatric Department
- Participate in the departmental activities for the development and training of undergraduate, post graduate and vocational students, including joining the University of Kwazulu-Natal (UKZN) as a member of the Faculty of Health Sciences, School of Clinical Medicine, Department of Paediatrics & Child Health

ENQUIRES: DR. Y. NAIDOO

CONTACT: (033) 395-4176

CLOSING DATE: 28 MARCH 2024

ADVERT

JOB TITLE : HEAD OF DEPARTMENT: EMERGENCY NURSING SCIENCE
COMPONENT : HARRY GWALA NURSING CAMPUS

NO OF POSTS : 01
INSTITUTION : HARRY GWALA REGIONAL HOSPITAL
SALARY : R 645 720.00 – R 745 425.00 Per Annum

REFERENCE : HGNC 13/2024

**OTHER BENEFITS : 13th CHEQUE, PLUS
8% INHOSPITABLE AREA ALLOWANCE
MEDICAL AID (OPTIONAL),
HOUSING ALLOWANCE
(Employee must meet prescribed requirements)**

REQUIREMENTS FOR THE POST

- Senior Certificate/Grade 12 PLUS
- A Diploma / Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse
- Proof of current registration (2024) with the SANC as a General Nurse, Midwife/Accoucher Community and Psychiatric Nurse
- Post basic qualification in Nursing Education and Nursing Administration registered with the SANC Post basic qualification registration in Emergency Nursing
- A minimum of nine years appropriate/recognizable experience after registration as a Professional Nurse with the SANC in General Nursing
- Atleast four years of the referred period must be appropriate/recognizable experience in Nursing Education after obtaining the one year post basic qualification in Nursing Education
- An unendorsed drivers license (Code EB)

N.B: Proof of experience and or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading

RECOMMENDATIONS

- Master's Degree
- Basic Computer Literacy

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED

- In-depth knowledge of Emergency Nursing Science
- Possess knowledge of the relevant legislations, Acts, Prescripts and Policy Frameworks within the area of operation
- Have excellent communication skills (written and verbal) and presentation skills
- In-depth knowledge of Nursing Education programmes and curriculum development
- Proficiency in teaching and assessment in Nursing Education including evaluation approaches
- Knowledge of policy development, interpretation, implementation, monitoring and evaluation
- Sound conflict management and decision making/problem solving skills
- Willingness to travel
- Good research and analytical skills
- Computer literacy

KEY PERFORMANCE AREAS

- Coordinate provisioning of education and training of student nurses in R171, R1497 and R635
- Manage clinical learning exposure to students between college and clinical area
- Oversee supervision of students
- Collaborate with other stakeholders and build a sound relationship within the department
- Supervise staff within the Emergency Nursing Science Department
- Develop and implementation of quality improvement programs
- Implement employee management and development systems
- Maintain all clinical records and reports of students
- Development and review nursing curricula for all categories of training
- Implement the new Nursing programmes in line with SANC and CHE regulations
- Participate in all governance structures of the college
- Support the mission and promote the image of the college

ENQUIRIES: MRS. R.T. ZONDI**CONTACT: (033) 392 7653****CLOSING DATE: 28 MARCH 2024**

ADVERT

JOB TITLE	:	CLINICAL LECTURER GRADE 1/2
COMPONENT	:	HARRY GWALA NURSING CAMPUS
NO OF POSTS	:	01
INSTITUTION	:	HARRY GWALA REGIONAL HOSPITAL
SALARY	:	GRADE 1 R 431 265.00 – R 497 193.00 Per Annum GRADE 2 R 528 696.00 – R 683 838.00 Per Annum
REFERENCE	:	HGNC 14/2024
OTHER BENEFITS	:	13th CHEQUE, PLUS 8% INHOSPITABLE AREA ALLOWANCE MEDICAL AID (OPTIONAL), HOUSING ALLOWANCE (Employee must meet prescribed requirements)

REQUIREMENTS FOR THE POST

- Senior Certificate/Grade 12 PLUS
- A Diploma / Degree in Nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse
- Proof of current registration (2024) with the SANC as a General Nurse, Midwife/Accoucher Community and Psychiatric Nurse
- Post basic qualification in Nursing Education and Nursing Administration registered with the SANC Science and Midwifery or equivalent qualification that allows registration with SANC as a Professional Nurse

• EXPERIENCE REQUIRED:

GRADE 1: A minimum of 4 years appropriate/recognizable Nursing experience after registration as Professional Nurse with the SANC in General Nursing.

OR

GRADE 2: A minimum of 14 years appropriate/recognizable Nursing experience after registration as Professional Nurse with the SANC in General Nursing. Atleast 10 years of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the 1 year post-basic qualification in Nursing Education.

N.B: Proof of experience and or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading

RECOMMENDATIONS

- Postgraduate Diploma
- Master's Degree
- Basic Computer Literacy

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED

- In-depth knowledge of Emergency Nursing Science
- Possess knowledge of the relevant legislations, Acts, Prescripts and Policy Frameworks within the area of operation
- Have excellent communication skills (written and verbal) and presentation skills
- In-depth knowledge of Nursing Education programmes and curriculum development
- Proficiency in teaching and assessment in Nursing Education including evaluation approaches
- Knowledge of policy development, interpretation, implementation, monitoring and evaluation

- Sound conflict management and decision making/problem solving skills
- Willingness to travel
- Good research and analytical skills
- Computer literacy

KEY PERFORMANCE AREAS

- Provide effective and efficient clinical education and training of student nurses
- Develop/design, review and evaluate clinical evaluation tools
- Coordinate clinical learning exposure of student nurses between the campus and clinical area
- Implement assessment strategies to determine student nurses competencies
- Implement creative and innovative teaching strategies to stimulate learning
- Endure efficient documentation of all aspects of learners' training
- Implement quality assurance policies with relevance to Nursing Education
- Coordinates the implementation of R635 programme including teaching and learning and assessment of R171 and R425 programmes
- Develops and ensure implementation of quality assurance programmes
- Exercise control over student nurses
- Implement the quality management system for the nursing Education institution. Implement the new nursing programmes in line with the SANC and CHE regulations
- Participate in the provisioning of Continuous Professional Development (CPD) activities at the campus
- Support the mission and promote the image of the college
- Maintain all clinical records and reports of students.

ENQUIRIES: MRS. R.T. ZONDI

CONTACT: (033) 392 7653

CLOSING DATE: 28 MARCH 2024