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Date: 2024.04.09

TO HEADS OF ALL INSTITUTIONS

VACANCIES IN THE DEPARTMENT OF HEALTH

The content of this circular minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in Regional/District offices. The institution must notify all candidates who qualify for the posts in 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 (Z83), which is obtainable at any Government Department or from the website www.kznhealth.gov.za
- [b] An updated detailed Curriculum Vitae (CV); and
- [c] Recently certified copies of identity/ passport documents; all educational qualifications; professional registration certificates and certificates of service from previous employers. NB: It is the applicants' responsibility to have foreign qualifications evaluated by South African Qualifications Authority (SAQA) – and not copies of certified copies.
- [d] Faxed or emailed applications will not be accepted.
- [e] Contactable and verifiable references must be included in the C.V.
- [f] The reference number of the post must be included in the Z83.

NB: Failure to comply with the above instructions may disqualify the applicants.

Please note that applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her application, in due course.

[This Department is an equal opportunity, affirmative action employer, whose aim is to promote representativity in all occupational categories in the Department].

NB: PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS NO S& T ALLOWANCE WILL BE PAID TO CANDIDATES ATTENDING THE INTERVIEWS.

Original signed by C.E.O

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**CHIEF EXECUTIVE OFFICER
HLABISA HOSPITAL**

ADVERTISEMENT OF POST

POST : **CLINICAL NURSE PRACTITIONER (PHC) X3**
REFERENCE NO. : **HLH 03/2024**
INSTITUTION : **HLABISA HOSPITAL**
CENTRE : **Madwaleni Clinic x2**
: **Macabuzela Clinic x1**

SALARY NOTCH :

Grade 1: R431 265.00 per annum plus: Medical aid (optional) 13th cheque, Housing Allowance (Employee must meet prescribed requirements) and 12% Rural Allowance.

Experience: A minimum of 4 years appropriate /Recognizable working experience in nursing after registration as Professional Nurse with SANC in General Nursing. Plus Post Basic qualification with the duration of at least 1 year in Clinical Nursing Science, Health Assessment, Treatment and Care.

Grade 2: R528 696.00 per annum Plus: Medical aid (optional) 13th cheque, Housing Allowance (Employee must meet prescribed requirements) and 12% Rural Allowance.

Experience: A minimum of 14 years appropriate /Recognizable working experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least (10) ten years of the period referred above must be appropriate/ Recognizable working experience after obtaining (1) one year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care.

MINIMUM REQUIREMENTS FOR THE POST:

- National Senior certificate (Grade 12) or equivalent qualification
- An appropriate National Diploma / Degree in General Nursing with Midwifery.
- Minimum of 4 years appropriate/Recognizable experience as General Nurse.
- (One) 1 year Post basic qualification accredited with SANC in Clinical Nursing Science, Health Assessment, Treatment and Care.
- Proof of current registration with SANC receipt as a Professional Nurse (2024).

NB: certificate of service from previous employers is compulsory, which must be endorsed and signed by Human Resource Management.

KNOWLEDGE, SKILLS, TRAINING & COMPETENCIES REQUIRED:

- Excellent communication skills, Human relations and ability to teach and train staff within a team.
- Ability to work and maintain meaningful relationship within a diverse community.
- Knowledge of Health and public service legislation, regulations and policies.
- Appropriate understanding of nursing scope of practice and nursing standards as determined by Primary Health Care.
- Basic computer literacy to enhance service delivery.
- Effective communication with patients, and other Health professionals.

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- KINDLY RETURN **ALL DOCUMENTATION** WHEN REPLYING

- Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain a high level of service delivery.
- Knowledge of Labour relations and disciplinary procedures.
- Basic understanding of HR and Financial policies and practices.
- Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem solving, disciplinary and co-ordination skills.

KEY PERFORMANCE AREAS:

- Perform clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a Primary Health Care facility.
- Provide in service training to feeder PHC clinics and Hast Unit on PHC and Hast related clinical matters.
- Provide quality comprehensive Primary Health Care.
- Provide educational Services to staff and clients.
- Evaluate and follow-up patients during clinic visits.
- Initiate treatment, implementation of programs and evaluations of patients clinical conditions.
- Promote scientific quality nursing care.
- Administration and control of medication and other resources.
- Responsible for individual consultation sections and identification of community needs.
- Render MCWH care services.
- Conduct clinical audits and implement quality improvement plans
- Uphold Batho Pele principles, Patients' Rights and Professionalism and Nursing Ethics.
- Work in collaboration with Hospital and PHC Clinics to improve Hast Programme.
- Participate in the outreach Programme.

Enquiries: Mrs. B.S.V Ndlovu

Tel: 035 838 8610

Applications must be forwarded to:

Human Resource Department
Hlabisa Hospital
Private Bag X 5001
HLABISA
3937

OR

Han deliver to: Hlabisa Hospital, 60 Saunders Street, Hlabisa 3937

OR

Email to: Hlabisa.E-Recruitment@kznhealth.gov.za

CLOSING DATE FOR APPLICATIONS: 06 May 2024