



**KWAZULU-NATAL PROVINCE**

**HEALTH**  
REPUBLIC OF SOUTH AFRICA

## **DIRECTORATE:**

Postal Address: 800 Vusi Mzimela  
Physical Address: Private Bag X03, Mayville, 4058  
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[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

Inkosi Albert Luthuli Central Hospital  
Human Resources Department  
Recruitment & Selection

IALCH 05/2024

### **VACANCY IN THE DEPARTMENT OF HEALTH**

The contents of this Circular Minute must be brought to the notice of all eligible employees on the establishment of all institutions. Institutions must ensure that all employees who meet the requirements of the post/s are made aware of 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) Applications for Employment Form (Z83) (Current), which is available from any Government Office OR the website [www.kznhealth.gov.za](http://www.kznhealth.gov.za)
  - (b) Curriculum Vitae
  - (c) Applicants are not required to submit copies of qualifications and other relevant documents on application. Certified copies of qualifications, proof of registration and other relevant documents will be requested from shortlisted candidates only which may be submitted to HR on or before the day of the interview.
  - (d) Certificates of service
  - (e) Faxed applications will not be accepted
2. Reference number must be indicated in the column provided on the form Z83 e.g. ref APRO/1/2006
3. **It is the short listed candidate's responsibility to have the foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on or before the day of the interview. Failure to comply will result in the application not being considered**

**NB: Failure to comply with the above instructions will result in disqualification of the applicant.**

4. Please note that due to the large number of applications envisaged to be received, applications will not be acknowledged. If you are not contacted by us after three months after the closing date, please regard your application as being unsuccessful. Every short listed applicant will be advised of the outcome of their application in due course.
5. **Person with disabilities should feel free to apply for this post.**
6. **Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening**
7. Applications should be sent to : The Human Resource Manager

Inkosi Albert Luthuli Central Hospital  
Private Bag X03  
MAYVILLE 4058

OR All applications must be addressed to the Human Resources Manager, and should be placed in the application box situated at Security at the entrance to the Management Building at IALCH

**NB: PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS, THERE WILL BE NO PAYMENT OF S & T CLAIMS.**

The department is an equal opportunity, affirmative action and people with disability employer whose aim is to promote representivity in all levels of the occupational classes of the Department"

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CHIEF EXECUTIVE OFFICER (original signed by the CEO)



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**NB: All those that have previously applied are eligible to re-apply.**

**POST:** CLINICAL PROGRAMME CO-ORDINATOR

**DEPARTMENT:** Infection Prevention and Control Practitioner

**REF NO:** IPC/1/2024

**CENTRE:** Inkosi Albert Luthuli Central Hospital

**SALARY:** Grade 1: R497 193.00pa plus 13<sup>th</sup> cheque, homeowner's allowance; Employee must meet the prescribed requirements and Medical Aid optional.

**MINIMUM REQUIREMENTS:**

Senior Certificate/Grade 12. Basic R425 qualification (i.e. diploma / degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with the South African Nursing Council (SANC) 2024. A minimum of 7 years appropriate /Recognized Experience in Nursing after registration with SANC in General nursing.

**RECOMMENDATIONS:**

Certificate in Infection Prevention and control. Valid driver's license. Computer Literacy. Previous and current work experience /certificate of service endorsed and stamped by Human Resources.

**KNOWLEDGE, SKILLS AND COMPETENCIES**

Demonstrate an in depth understanding of nursing legislation and related legal and Ethical nursing practices and how this impacts on service delivery.

Knowledge of Infection Control policies and guidelines.

Leadership, Organizational, Decision making and problem solving skills

Good communication, interpersonal relations.

Demonstrate basic understanding of Human Resource and Financial policies and Practices.

**KEY PERFORMANCE AREAS**

Develop and implement an Infection prevention and control plan for the institution.

Ensure that Infection prevention and control as well as Antibiotic stewardship committee are in place and functional.

Promote Infection prevention and culture within the institution by conducting relevant workshops, Audits, meetings and awareness. Identify Infection control risks and make recommendations on mitigation strategies.

Provide training to all categories of staff on Infection policies, principles and practices.

Conduct Infection prevention and control Surveillance and report on incidence and prevalence of alert organisms and communicable diseases to District and to Communicable Disease Centre.

Identify and report all Hospital Acquired Infections. Visits the Departments within the institution to identify infection prevention and control risks.

Ensure that all departments comply with Infection Prevention and control Framework, protocols and guidelines.

Identify outbreaks of infections, initiate investigation and control measures in collaboration with Infection prevention and control Committee. Provide effective and efficient Infection Prevention and Control service in the institution.

Serve as a Clinical governance champion in the facility, ensuring effective clinical risk management system.

Review institutional Infection prevention and control Standard operating procedures.

Provide advice on various aspects of infection prevention and control, relevant policies to management.

**ENQUIRIES:** Mrs GF Mncwango Assistant Nurse Manager Nursing (M&E) TEL: 031 240 1083

**CLOSING DATE:** 15 March 2024