IALCH 14/2020

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), which is available from any Government Office OR the website www.kznhealth.gov.za
   (b) Certified copies of ID document, Std 10, highest educational qualifications, registration certificates plus proof of current registration, (Not copies of certified copy)
   (c) Curriculum Vitae
   (d) Certified copies of 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

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

3. 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.

4. Person with disabilities should feel free to apply for this post.

5. 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

6. 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 or emailed to: applications@ialch.co.za.

NB: PLEASE NOTE THAT DUE TO FINANCIAL CONTRAINTS, 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”

____________________________ (original signed by the CEO)

CHIEF EXECUTIVE OFFICER
POST: Head: Clinical Unit (Anaesthesia) Grade 1
CENTRE: Inkosi Albert Luthuli Central Hospital
REFERENCE: HCUANESTH/1/2020
REMUNERATION: An all-inclusive flexible remuneration package of R1,728,807.00 per annum is payable to the successful candidate who will be required to enter into a permanent employment contract, as well as complete a Performance Agreement with the Manager of the post. The incumbent must be prepared to do commuted overtime.

REQUIREMENTS:
- Tertiary Qualification equivalent to MBChB.
- Registration with HPCSA as Medical Specialist in Anaesthesia plus current registration with the HPCSA as a Medical Specialist - Anaesthesia.
- Five years post registration experience as a Medical Specialist – Anaesthesia.
- Evidence of administrative and management experience in academic and clinical roles in an anaesthetic department.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCE REQUIRED:
- An in-depth knowledge of the functioning of the Anaesthesia Department.
- The applicant will be expected to manage anaesthesia in a wide range of areas including areas of their special interest, as well as areas of need.
- Ability to perform appropriate specialised procedures, such as ultrasound guided regional blocks and vascular access, fibreoptic intubations, and front of neck access for airways management.
- Preoperative assessment, intra-operative management and postoperative care of patients undergoing anaesthesia.
- Proven academic capabilities and training experience
- Sound knowledge of management and human resources.
- Sound knowledge of current health and Public Service legislation and policy.
- Ability to work within a team, to supervise teams and junior staff, and be supervised.
- Stress tolerance.
- Ability to adapt and to respond timeously to changing work environments.
- Self-confidence.
- Capacity to build and maintain relationships
- Good communication skills.
- Leadership and decision making skills.
- Knowledge of conflict resolution and disciplinary procedures.
- To be a professional and promote professionalism in the field of anaesthesia

DUTIES:
- Assist the acting Head of Anaesthesia with the overall administration and management of the anaesthetics department, conducting of clinics, operating theatre lists and consultations with other disciplines.
- Drawing up of protocols and guidelines for perioperative patient management.
- Performance of procedures relevant to anaesthesia.
- Supervision and / or participation in post and undergraduate training.
- Participation in the academic programs of the department of Anaesthesia.
- Conducting and supervising relevant local research including regular audits and quality improvement projects, and participation in national and international collaborative trials.
- Liaising with the hospital management and other agencies to ensure the efficient provision of clinical Anaesthesia services at IALCH.
- Providing consultative/support services to peripheral institutions as part of the department’s outreach program.

ENQUIRIES: Dr S Bechan Tel 031 240 1798/ 1804/1762
APPLICATIONS: 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 or posted to Private Bag X03 Mayville 4058.
POST: Medical Specialist Neurology x1  
REF NO.: Medspecneurology/1/2020  
DEPARTMENT: Neurology Dept.  
REMUNERATION  
Grade 1: R1 106 040.00 per annum (all-inclusive salary package) excluding Commuted Overtime.  
Grade 2: R1 264 623.00 pa (all-inclusive salary package) excluding commuted overtime  
Grade 3: R1 467 651pa (all-inclusive salary package) excluding commuted overtime  
CENTRE: Inkosi Albert Luthuli Central Hospital  
REQUIREMENTS:  
- Current registration as a Specialist in Neurology with the Health Professions Council of South Africa.  
- Must be in possession of an FCN (Neurology) qualification.  
Academic Experience Required –  
- Grade 1: The applicant will have completed his/her training, obtained the specialist examination and be registered with the Health Professions Council of South Africa as Medical Specialist. Experience: Not applicable.  
- Grade 2: Five (5) years appropriate experience as a Medical Specialist after Registration with HPCSA as a Medical Specialist in a normal speciality (Neurology).  
- Grade 3: Ten (10) years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in a normal speciality (Neurology).  
CURriculum Vitae stating teaching and research experience as well as listing publications must be provided.  
DUTIES:  
- The duties will include the care of both inpatients and outpatients, training registrars, training undergraduates and postgraduate students (bedside teaching and formal lectures), on-call duty providing expert opinion when required, maintaining necessary discipline over staff under one’s control and conducting, assisting and stimulating research.  
- The incumbent has to maintain satisfactory clinical, professional and ethical standards related to all services provided.  
- Duties also include participating in the Outreach Programme which will require travel to other hospitals in the province.  
- Administrative duties will include participation in the day-to-day running of the ward, outpatient clinics, neurophysiology laboratory, registrar guidance in preparation of case presentation and liaison with other departments in work-related matters.  
- The successful candidate will be expected to develop a special interest.  
- Attendance and participation in the academic programme of the department is a requirement. Participate in overtime services as required by the Department.  
ENQUIRIES: Prof Bhigjee at (031) 2402359.  
APPLICATIONS: 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 or posted to Private Bag X03 Mayville 4058.  
CLOSING DATE: 10 July 2020

POST: MEDICAL SPECIALIST – RADIOLOGY x1 post  
REFERENCE NO.: MedspecRad/1/2020  
DEPARTMENT: Radiology  
REMUNERATION
Grade 1: R1 106 040.00 per annum (all-inclusive salary package) excluding Commuted Overtime.
Grade 2: R1 264 623.00 pa (all-inclusive salary package) excluding commuted overtime
Grade 3: R1 467 651pa (all-inclusive salary package) excluding commuted overtime

CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS:
- Specialist qualification in Diagnostic Radiology.
- Current registration with the Health Professions Council of South Africa as a Specialist Radiologist.

Experience required:-
- **Grade 1** Grade I requires appropriate qualification plus registration with the Health Professions Council of South Africa as a Medical Specialist in a normal Speciality (Radiology). Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa.
- **Grade 2**: Five (5) years’ experience after registration with the Health Professions Council of South Africa as a Medical Specialist in a normal Speciality (Radiology).
- **Grade 3**: Ten (10) years’ experience after registration with the Health Professions Council of South Africa as a Medical Specialist in a normal Speciality (Radiology).
- Eighteen months post registration experience as a Specialist Radiologist will be an advantage.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES:
- Sound knowledge and experience in Diagnostic Radiologist. - MAMMOGRAPHY EXPERIENCE NECESSARY.
- Ability to teach and supervise junior staff.
- Middle management skills.
- Research principles.
- Good administrative, leadership, decision making and communication skills.
- Computer Literacy.
- The incumbent must be prepared to do commuted overtime.

DUTIES:-
- Provide specialist radiology including mammography service to all departments at Inkosi Albert Luthuli Central Hospital.
- Maintain clinical, professional and ethical standards related to these services.
- To perform, interpret and report radiological procedures and studies.
- Provide after hour care in accordance with the commuted overtime contract.
- Training and supervision of medical officers and registrars in radiology working in the department.
- Provide expert opinion where required and consult with specialists on radiological procedures. Participate in the Quality Improvement Programmes of the Department.
- Conduct, Participate and assist in research.

ENQUIRIES: Dr K Amod Tel No. 031) 240 1960

APPLICATIONS: 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 or posted to Private Bag X03 Mayville 4058.

CLOSING DATE: 10 July 2020

POST: Medical Specialist x1, REFERENCE: Medspecplast/1/2020
DEPARTMENT: Plastics and Reconstructive Surgery
REMUNERATION
Grade 1: R1 106 040.00 per annum (all-inclusive salary package) excluding Commuted Overtime.
Grade 2: R1 264 623.00 pa (all-inclusive salary package) excluding commuted overtime
Grade 3: R1 467 651pa (all-inclusive salary package) excluding commuted overtime)
CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS:

- Applicants must be registered as a Specialist Plastic & Reconstructive Surgeon with the Health Professions Council of South Africa with prior surgical experience
- Grade 1: No experience required.
- Grade 2: Five (5) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Plastic & Reconstructive Surgeon).
- Grade 3: Ten (10) Years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist (Plastic & Reconstructive Surgeon).

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES:

- The following will serve as an advantage:
- Clinical knowledge and experience of treating plastic surgery patients.
- Knowledge of current health and public service legislation, regulations and policy.
- Good communication, decision making and clinical skills.
- In addition, you should have one of the following Advanced Trauma Life Support (ATLS) Advanced Cardiac Life Support (ACLS) Advanced Paediatric Life Support (APLS).

DUTIES:

- The appointee will be required to perform plastic & reconstructive surgery operations expected of a junior specialist, attend to administration matters, outpatient duty and “on call duties when he/she will field urgent referrals and be required to take the appropriate action regarding these.
- He/she would also do ward rounds and teaching of undergraduate and postgraduate Medical Students.

ENQUIRIES: Prof A Madaree 031 2401171

APPLICATIONS: 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 or posted to Private Bag X03 Mayville 4058.

CLOSING DATE: 10 July 2020

POST: Medical Specialist – x 2  
REF NO: Medspecophthalm/1/2020

DEPARTMENT: Ophthalmology

REMUNERATION

Grade 1: R1 106 040.00 pa (all-inclusive salary package) excluding Commuted Overtime.
Grade 2: R1 264 623.00 pa (all-inclusive salary package) excluding Commuted Overtime
Grade 3: R1 467 651.00pa (all-inclusive salary package) excluding Commuted Overtime

CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS:

- Tertiary Qualification in an appropriate Health Science.
- Applicants must be currently registered as a Specialist Ophthalmologist with the Health Professions Council of South Africa. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with the Health Professions Council of South Africa.
- Grade 1: Experience: Not applicable.
- Grade 2: 5 years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in a normal speciality (Ophthalmology).
- Grade 3: Experience: 10 years appropriate experience as a Medical Specialist after registration with HPCSA as a Medical Specialist in a normal speciality (Ophthalmology)

KNOWLEDGE SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Broad knowledge of working in an Ophthalmology Department.
- Good communication and supervisory skills.
- Appropriate specialist procedures and protocol within the field of expertise.
- Assessment, diagnosis and management of patients within field of expertise.
- HR management skills.
- Stress tolerance.
- Ability to work within a team.
- Self-confidence.
- Capacity to build and maintain relationships.

**DUTIES:**
- Manage designated areas of responsibility of the ophthalmology department.
- Conduct general ophthalmology clinics and perform ophthalmic surgery.
- Supervision of post graduate and undergraduate training.
- Participate in the academic programme & perform research of the Department Ophthalmology, NELSON R MANDELA Medical School.

**ENQUIRIES:** Dr Linda Visser, Dept of Ophthalmology Tel: 031-2604341

**APPLICATIONS:** 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 or posted to Private Bag X03 Mayville 4058.

**CLOSING DATE:** 10 July 2020
function, management of chronic non-communicable diseases, multimorbidity and prevention and rehabilitation.

DUTIES:

- Examination, diagnosis and management of patients and discharge planning.
- Performance of commuted overtime.
- Facilitation of staff and undergraduate training and on-going medical education.
- Participation in quality improvement imperatives (morbidity and mortality meetings, clinical audits).
- Performance of research. Contribution to the Department’s academic program.
- Be part of a multi-disciplinary team. Participate in outreach programs.

ENQUIRIES: Prof B Cassim 0312604246/4537

APPLICATIONS: 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 or posted to Private Bag X03 Mayville 4058.

CLOSING DATE: 10 July 2020

POST: Operational Manager Nursing: Specialty Nursing Stream PN-B3- Haematology

REF: OPMAN (Spec Nubs) Haem)/1/2020

DEPARTMENT: Haematology

REMUNERATION: R562 800 per annum plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional

CENTRE: Inkosi Albert Luthuli Central Hospital

REQUIREMENTS: -

- Degree/Diploma in General Nursing (R425 qualification or equivalent) plus 1 year post basic qualification (R212) as required above.
- Current registration with SANC as General Nurse and Midwife and in required field as indicated above.
- A minimum of 9 years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General nursing is required.
- At least 5 years of this period must be appropriate/recognizable experience in the specific specialty after obtaining the 1-year post- basic qualification in the Haematology Nursing specialty.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:

- Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices.
- Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required.
- Good human relations; displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient’s needs and expectations.
- Demonstrate ability to provide support and guidance within the unit.
- Basic understanding of HR and Financial policies and practices.
- Demonstrate working knowledge of the hospital information system to enhance quality in the service delivery.
- Demonstrate basic computer literacy as a support tool to enhance service delivery.
- Ability to plan and organize own work, time and that of support personnel to ensure proper nursing care in the unit.
- Demonstrate high aptitude in working in stressful environment.

DUTIES:

- Work as part of a multi-disciplinary team to ensure good nursing care.
- Provide guidance and support in management of Haematology patients in various sub-specialties.
- Ensure that all programs related good child-health are implemented.
• Ensure cost-effective, equitable and efficient high quality patient care.
• Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the legislative framework and National Core Standards.
• Ensures compliance with ideal hospitals outputs and Office of Health Standard Compliance. Perform duties within the ambits of legal framework as required by the profession.
• Ensure compliance to professional and ethical practice.
• Work effectively and amicably at supervisory level with persons of diverse intellectual, cultural, racial or religious differences.
• Perform duties as delegated by the supervisor and relief duties of the Assistant Manager-Nursing’s office as requested.

ENQUIRIES: Miss NO Mkhize (031) 240 1063
APPLICATIONS: 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 or posted to Private Bag X03 Mayville 4058.
CLOSING DATE: 10 July 2020

POST: Operational Manager Nursing: Specialty Nursing Stream PN-B3- Ophthalmology Nursing Science
REF: OPMAN (Spec Nurs) Ophthal/1/2020
DEPARTMENT: Ophthalmology
SALARY: R562 800 per annum plus 13th cheque, Housing Allowance: Employee must meet prescribed requirements. Medical Aid: optional
CENTRE: Inkosi Albert Luthuli Central Hospital
MINIMUM REQUIREMENTS: -
• Degree/Diploma in General Nursing (R425 qualification or equivalent) plus 1 year post basic qualification (R212) as required above.
• Current registration with SANC as General Nurse and Midwife and in required field as indicated above.
• A minimum of 9 years appropriate recognizable experience in nursing after registration as a Professional Nurse with the SANC in General nursing is required.
• At least 5 years of this period must be appropriate/recognizable experience in the specific specialty after obtaining the 1-year post- basic qualification in the Ophthalmology Nursing specialty.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:
• Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices.
• Possess communication skills for dealing with patients, supervisors and other members of the multi-disciplinary team including the writing of reports when required.
• Good human relations; displaying a concern for patients, promoting and advocating proper treatment and care including a willingness and awareness to respond to patient’s needs and expectations.
• Demonstrate ability to provide support and guidance within the unit.
• Basic understanding of HR and Financial policies and practices.
• Demonstrate working knowledge of the hospital information system to enhance quality in the service delivery.
• Demonstrate basic computer literacy as a support tool to enhance service delivery.
• Ability to plan and organize own work, time and that of support personnel to ensure proper nursing care in the unit.
• Demonstrate high aptitude in working in stressful environment.

DUTIES:
• Work as part of a multi-disciplinary team to ensure good nursing care.
• Provide guidance and support in management of Ophthalmology patients.
- Ensure that all programs related oncology and palliative care are implemented.
- Ensure cost-effective, equitable and efficient high quality patient care.
- Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the legislative framework and National Core Standards.
- Ensures compliance with ideal hospitals outputs and Office of Health Standard Compliance. Perform duties within the ambits of legal framework as required by the profession.
- Ensure compliance to professional and ethical practice.
- Work effectively and amicably at supervisory level with persons of diverse intellectual, cultural, racial or religious differences.
- Perform duties as delegated by the supervisor and relief duties of the Assistant Manager-Nursing’s office as requested.

**ENQUIRIES:** Miss NO Mkhize (031) 240 1063

**APPLICATIONS:** 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 or posted to Private Bag X03 Mayville 4058.

**CLOSING DATE:** 10 July 2020