



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

HUMAN RESOURCE MANAGEMENT

Physical Address : No 1 on King Shaka Street KwaDukuza 4450

Physical Address: Private bag X 10620, KwaDukuza 4450

Tel: 032 437 3500 Email address: Janine.Naidoo@kznhealth.gov.za
www.kznhealth.gov.za

Date: 20 December 2021

Enquiries: Ms T Mepho

Telephone: 032 437 3500

VACANCIES 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. It must be ensured 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) Application for Employment Form (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za.
- b) Recent certified copies of identity document, driver's license, highest educational qualifications and professional registration certificates not older than 6 months – not copies of certified copies.
- c) Updated comprehensive Curriculum Vitae
- d) Applications must be submitted on or before the closing date.

2. The Reference Number must be indicated in the column provided on the form Z.83.

NB: (a) Failure to comply with the above instructions, faxed and e-mailed application will disqualify the applicants. Faxed and e-mailed applications will NOT be accepted.

(b) 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, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

3. Further, respective successful candidate will be required to enter into a employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor.

4. Successful applicants will be required to also work over the weekends, night shifts, and sometimes extended hours during the week where applicable.

5. All applicants will be subjected into a computer practical test during interviews, to test their computer literacy skills.

6. Persons with disabilities should feel free to apply for any of the advertised posts.

7. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

8. The Department Reserves the Right to or not to make appointment(s) to the advertised post (s)



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

7. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications.

8. This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post



RE-ADVERTISEMENT

POST	:	Clinical Nurse Practitioner (Grade1, 2)
INSTITUTION (HTA)	:	MONTEBELLO HOSPITAL: HIGH TRANSMISSION AREA
POST TYPE	:	CONTRACT (3 MONTHS)
NUMBER OF POSTS:	:	01
REFERENCE NO.	:	ILE/M/E/28/2021
REMUNERATION	:	Grade 1- Notch R 383 226.00 pa Plus 8% rural allowance: Grade 2- Notch R 471 333.00 pa Plus 8% rural allowance
BENEFITS	:	13th Cheque, home owner's allowance, and Medical aid optional [Employee must meet prescribed conditions]

MINIMUM REQUIREMENTS:

- National Senior Certificate
- Degree / Diploma in General nursing and Midwifery plus 1 year post basic qualification in Primary Health Care
- Current registration with SANC 2021 as General Nurse and Primary Health Care Nurse
- Valid driver's licence

Experience:-

Grade 1

- A minimum of 4 years appropriate / recognizable experience in nursing, after registration as a Professional Nurse with SANC in General Nursing and Midwifery.

Grade 2

- A minimum of 14 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and midwifery of which 10 years must be appropriate / recognizable experience after obtaining the one year post basic qualification in Primary Health Care.
- Proof of previous and current experience endorsed and stamped by HR

RECOMMENDATIONS

- Valid PDP

KNOWLEDGE, SKILLS AND COMPETENCIES

- Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Mental Health Act, OH&S Act, Batho Pele And Patients' Rights Charter, Labour Relations Act, Grievance procedures, etc.
- Leadership, organizational, decision making and problem solving abilities.
- Interpersonal skills including public relations, negotiating, conflict handling and counselling.
- Financial and budgetary knowledge.
- Good driving skills
- Time management
- Good in-sight of procedures and policies pertaining to nursing care.
- Computer skills in basic programs

KEY RESPONSIBILITIES

- Identify hot spots for transmission of HIV and TB within the catchment area
- Provide quality comprehensive community health care by promoting preventative, curative and rehabilitative services in high transmission area



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

- Provide administrative services such as providing accurate statistics for evaluation and future planning, identifying needs for financial planning and indirect control of expenditure as an integral part of planning and organization.
- Conduct outreach services with the aim of improving health outcomes in high transmission areas
- Motivate staff regarding development in order to increase level of expertise in assisting clients and families to develop a sense of self care.
- Formulate strategies of retaining clients and bringing them back to care
- Demonstrate effective communication with clients, supervisors and other stakeholders.
- Ensure proper utilization and management of all resources
- Demonstrate understanding in managing of facility planned projects.
- Ensure integration of health services.
- Assist the Operational manager with overall management and necessary support for effective functioning of HTA team.
- Implement health programmes within the PHC package in accordance with set standards.
- Monitor performance and health outcomes against the set targets.
- Strengthen and ensure implementation of IDEAL clinic strategies
- Encourage research by assisting in departmental projects and always ensuring the community needs, are taken into account.
- Assist the unit manager with overall management and necessary support for effective functioning in the facility.
- Participate in clinical records audits
- Advocate for Nursing Ethics and Professionalism.

NB. Proof of previous and current work experience (Certificate/s of service) endorsed and stamped by HR office must be attached.

NB. Failure to comply with the above instructions will disqualify applicants. Those who previously applied are encouraged to re-apply.

CLOSING DATE FOR APPLICATIONS IS: 24 December 2021

ENQUIRIES: Ms T MEPHO

TEL: 032 437 3500 (ext. 3556)

ALL APPLICATIONS SHOULD BE FORWARDED TO:

DISTRICT HUMAN RESOURCE MANAGER
ILEMBE HEALTH DISTRICT OFFICE
Private Bag X 10620,
Stanger,
4450

**DISTRICT DIRECTOR
ILEMBE HEALTH DISTRICT**