



**ENQUIRIES: MS TM BANDA  
TELEPHONE: 032 - 4373500**

## **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](http://www.kznhealth.gov.za).

(b) Copies of identity document, driver's license, highest educational qualifications and professional registration.

(c) Updated comprehensive Curriculum Vitae

(d) Applications must be submitted **on or before the closing date**.

**NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview**

2. The Reference Number must be indicated in the column provided on the form Z.83 e.g. ILE/02/2021

**(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, and 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 permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor.

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

5. 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.

6. 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.

**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**

**Closing date for the Applications:**

**24 DECEMBER 2021**

PLEASE FORWARD APPLICATIONS TO:

ATT: HUMAN RESOURCE DEPARTMENT

The District Director  
ILEMBE Health District Office  
Private Bag x10620  
Kwa Dukuza  
4450

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**DISTRICT DIRECTOR  
ILEMBE HEALTH DISTRICT**

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**DATE**

**POST: CLINICAL PROGRAMME CO-ORDINATOR (PMTCT and Nutrition)**

**COMPONENT : HIV, AID, STI, ARV& VCT**

**NUMBER OF POSTS : 01**

**REFERENCE NO : ILE/03/2021**

**REMUNERATION : Notch R 444 276.00 pa**

**CENTRE ILEMBE HEALTH DISTRICT OFFICE**

**BENEFITS : 13<sup>th</sup> Cheque, home owner's allowance, and Medical aid optional  
[Employee must meet prescribed conditions]**

**MINIMUM REQUIREMENTS GR 1:**

- Grade 12 (Senior certificate) Standard 10/or ( Vocational National Certificate)
- Degree / Diploma in General Nursing &Midwifery
- Current registration with SANC as General Nurse
- A minimum of 7 years appropriate/ recognizable nursing experience as a General Nurse.
- Valid Driver's License – Code 8

**RECOMMENDATIONS**

- Supervision and management in a maternity setting.
- Advanced Midwifery qualification.

**Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached**

**KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED**

- Report writing abilities.
- Financial management skills.
- Leadership, organizational, decision making and problem solving abilities within the DHS framework.
- Strong interpersonal, communication and presentation skills.
- Project management skills.
- Ability to make independent decisions.
- An understanding of the challenges facing the public health sector.
- Ability to translate transformation objectives into practical plans.
- Ability to prioritize issues and other work related matters and to comply with time frames.
- Proven initiative, decisiveness and the ability to acquire new knowledge swiftly.
- Computer literacy with a proficiency in MS Office Software applications

## **KEY RESPONSIBILITIES**

- Ensure that clinical strategies to manage health conditions contained under the PMTCT and Nutrition programme are implemented in all Institutions/Facilities
- Monitor PMTCT and Nutrition indicators which measure health practices in institutions and communities and provide support and report on findings to district health management team by conducting support visits
- Participate in district and sub- district perinatal review meetings
- Assist facilities develop quality improvement plans for the PMTCT and Nutrition and ensure their implementation.
- Ensure availability of PMTCT and Nutrition guidelines in all the facilities
- Participate in quality improvement programmes reviews e.g. Ideal Clinic, Mother Baby Friendly Initiative, etc.
- Contribute to the development, implementation and monitoring of integrated District Operational plan for MNCWH programme
- Participate in the development of the District HAST Business plan
- Ensure efficient use of PMTCT and Nutrition budget by participating in the finance meetings
- Represent the district in Nutrition and PMTCT meetings
- Ensure highly motivated and well developed health care force by conducting trainings and continuous support visit
- Provide support to health facilities so that the District achieve 100% Mother Baby Friendly Initiative (MBFI) accreditation
- Provide mentorship and coaching to Nutrition Advisors, Dieticians, Nutritionists and Nurses
- Advocate for PMTCT and Nutrition issues in all health platforms.
- Plan, organise and conduct community rallies and events that convey health messages and practices which support elimination of vertical transmission of HIV quarterly
- Network with other provincial departments and NGO's to provide support to the PMTCT and Nutrition programme

**ENQUIRIES: MS TM BANDA (Deputy District Director: IDHSD)**

**CONTACT NO : 032 – 437 3500**

**CLOSING DATE : 24 DECEMBER 2021**

**ALL APPLICATIONS SHOULD BE FORWARDED TO:** The District Director: Human Resource Management Services, ILembe Health District Office, Private Bag X10620 KwaDukuza 4450 **OR** Hand delivered to: 1 King Shaka Street, Kinga Shaka Centre, and KwaDukuza 4450