



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

**INANDA "C" COMMUNITY HEALTH CENTRE**

Physical Address: C135 Mshado Road, Inanda Newtown, Inanda, 4310  
Postal Address: P.O. Box 04, Phoenix, 4080  
Tel: 031 519 0455 Fax: 031 519 0460 Email: [Xolisile.mkhungo@kznhealth.gov.za](mailto:Xolisile.mkhungo@kznhealth.gov.za)  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

Date: 2023-11-28

**VACANCIES IN THE DEPARTMENT OF HEALTH (INANDA C CHC)**

**CIRCULAR MINUTE: 09/2023**

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay. Also, notify all candidates who qualify for the posts in this circular minute even if they are absent from their normal place 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](http://www.kznhealth.gov.za).
  - (b) Updated comprehensive Curriculum Vitae stating any experience relevant to the Position.
  - (c) **Certified copies of highest educational qualifications, ID and other relevant documents will only be requested from the shortlisted candidates.**
  - (d) Z 83 form must be completed in full manner that allows a selection committee to assess the quality of candidate based on the information provided on the form.
  - (e) **Persons in possession of the foreign qualification must attach an evaluation certificate from the South African Qualification Authority (SAQA).**
2. The Post Reference Number must be indicated in the column provided on the form Z83.

**NB: Failure to comply with the above instruction will disqualify applicants.**

**3. Persons with disabilities should feel free to apply also African males are encouraged to apply.**

4. This department is an equal opportunity, affirmative action employer whose aim is to promote represent in all categories in the department.
5. The appointment is subject to the positive outcome obtained from the following checks (Security checks, Credits records, qualification, citizenship and previous experience verifications).

Please take note that due to the large number of applications anticipated, applications might not be acknowledged. Correspondence might be limited to short listed candidates only. If you do not hear from us within 3 months of the closing date, please accept that your application has been unsuccessful.

**Please note that due to financial constraints no S&T claims will be considered for payment to the candidates that are invited for interview.**

**All applications must be Hand delivered/ COURIERED to:**

**Human Resource Office  
Inanda Community Health Centre  
C135 Umshado Road  
Newtown  
4310**

**POST:** PROFESSIONAL NURSE SPECIALITY (ADVANCE MIDWIFERY)  
**NO OF POSTS:** ONE (1)  
**CENTRE:** INANDA "C" COMMUNITY HEALTH CENTRE  
**REFERENCE:** INA ADM 06/2023  
**REMUNERATION:** Grade1 R431 265.00 pa  
Grade 2 R528 696.00 pa

**OTHER BENEFITS:** 13<sup>th</sup> cheque Home owners allowance (employee must meet prescribed requirements, Medical Aid (Optional) and 8% rural allowance

**MINIMUM REQUIREMENTS FOR THE POST:-**

- Grade 12
- Degree/Diploma in general nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse.
- One year post basic qualification in Advanced Midwifery accredited with the SANC.
- Proof of current registration with SANC 2023 as a General Nurse and Advanced Midwife with SANC to practice in 2023.
- **Certificate of service endorsed by your Human Resource Department (only shortlisted candidates)**

**KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:**

- Knowledge of nursing care processes and procedures, nursing statutes and other relevant Legal frameworks i.e. Nursing Acts, Mental Act OH& S Act, Labour Relations Act Batho Pele and patient right Charter.
- Good insight of procedures and policies pertaining to nursing care.
- Leadership, organizational, decision making and problem solving abilities.
- Interpersonal skills including public relations, negotiating, conflict handling and counselling.
- Financial and budgetary knowledge.
- Computer skills on basic programs.

**KEY PERFORMANCE AREARS**

- Provision of optimal, holistic specialized nursing care with set standards and within a professional legal framework.
- Ensuring clinical nursing practice by the nursing team in accordance with the Scope of Practice and nursing standards as determined by the relevant health facility.
- Implement activities aimed at the improvement of women's health.
- Ensure high quality nursing care is rendered to all clients accessing maternal services in the facility by considering CARMMA objectives, ESMOE, KINC, Helping Babies Breath (HBB) BBI.
- Identify high risks clients during antenatal and post-natal periods, manage and refer accordingly.
- Ensure that other antenatal care programs i.e BANC are implemented to enhance care to all pregnant women.
- Ensure implementation and integration of HAST programs in O&G departments within the facility.
- Ensure accurate and proper record keeping for statistical purposes.
- Ensure adherence to the principles of infection prevention and control practices in the unit.
- Assess and identify the relationship between normal and physiological and specific system, alterations associated with problems, disorders and treatment in the pregnancy, labour, puerperium and neonates.
- Able to identify, manage, assist medical officer and refer obstetric emergencies according to protocols and guidelines.
- Participate in training, monitoring and research with the view to increasing the body of knowledge in the midwifery practice.
- Assist in planning and coordinating of training and promote learning opportunities for all nursing categories.
- Ensure compliance to qualify, IPC, Ideal CHC Hospital realization and maintenance (HRM) and norms and standards.
- Complete patient related data, partake in PPIP and attend peri-natal meetings.
- Collate and analyze data before submitting to the next level.
- Promote, instill and maintain discipline, professionalism and work ethics among employees.
- Manage the utilization and supervision of resources.
- Demonstrate an in-depth understanding of legislation and related nursing practices and how this impact on service delivery.
- Maintain a constructive working relationship with multidisciplinary team members.
- Monitor and report patient and safety incidence and patient's complaints.
- Assist in orientation and mentoring of staff.

Enquiries: MS. NN Nhlapho (AMN)

**Closing date: 26 January 2024**

**Original copy is signed by CEO and available upon request.**

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Acting CEO (Mr. CM Ngubane)  
INANDA "C" CHC

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- KINDLY RETURN **ALL DOCUMENTATION** WHEN REPLYING