Reference : HRM 7/1
Enquiries : B.K. Mpupa
Date : 04/06/2020

TO: ALL HEADS OF DEPARTMENTS
VACANCIES IN THE DEPARTMENT OF HEALTH: KZN

CIRCULAR MINUTE NO. JOZ CLI 01/2020

The content of this Circular Minute must be brought to the notice of all eligible officers on the establishment of all institutions. It must be ensured that all those 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 (Z.83), which is obtainable from any Government Department OR from the website – www.kznhealth.gov.za
   b) Curriculum Vitae, certified copies of identity document, highest educational qualification and professional registration certificates- not copies of certified certificates.

2. The reference number must be indicated in the column provided on the form Z.83 e.g. JOZ CLI 01/2020.

3. Persons with disabilities should feel free to apply for the post/s

   N.B. Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted.

4. Appointments are subject to positive outcomes obtained from State Security Agency (SSA) to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC).

5. Please note that due to financial constrains no S&T claims will be paid to candidates invited for the interview.

   This Department is an equal opportunity, affirmative action employer whose aim is to promote representivity in all levels of all occupational categories in the Department

CLOSING DATE FOR APPLICATIONS: 03/07/2020

CHIEF EXECUTIVE OFFICER
OTHOBOTHINI CHC

Fighting Disease, Fighting Poverty, Giving Hope
JOB TITLE: CLINICAL NURSE PRACTITIONER: SPECIALTY GR1 OR 2
COMPONENT: NURSING MANAGEMENT SERVICES
INSTITUTION: OTHOBOOTHINI CHC (JOZINI CLINIC)
REFERENCE NO.: JOZ CLI 01/2020
NUMBER OF POSTS: 02
REMUNERATION:
: GRADE 1: R383 226.00 P.A.
: GRADE 2: R471 333.00 P.A
OTHER BENEFITS:
: 13TH CHEQUE
: 12% RURAL ALLOWANCE
: MEDICAL AID (OPTIONAL)
: Home owners Allowance (Employee must meet prescribed Requirements)

MINIMUM REQUIREMENTS
- Senior Certificate / STD 10/ Grade12.
- Basic R425 qualification (diploma/ degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse and Midwife.
- 1 year post basic qualification inClinical Nursing Science, Assessment, Diagnosis, Treatment and Care accredited with SANC
- Proof of current registration with SANC (2020).

Kindly attach certificate of Service/ Proof of work experience endorsed by HR.

CLINICAL NURSE PRACTITIONER GRADE 1
- A minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing.

CLINICAL NURSE PRACTITIONER GRADE 2
- A minimum of 14 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing.
- 10 years of the experience referred to above must be appropriate/ recognizable experience after obtaining 1 year Post Basic qualification in Clinical Nursing Science, Assessment, Diagnosis, Treatment and Care accredited with SANC

KNOWLEDGE, SKILLS, ATTRIBUTES AND ABILITIES
- Knowledge of Nursing care and procedures
- Knowledge of SANC Rules and Regulations and other relevant Legal Framework
- Knowledge of Quality Assurance programmes, Batho- Pele principles and Patient Rights Charter, human resource management and basic financial management skills
- Leadership, supervisory and report writing skills
- Good communication, counselling, interpersonal relations, conflict management, decision making and problem solving skills

KEY PERFORMANCE AREAS
- Promote preventive and promotive health for clients in the facility
- Ensure efficient and effective utilization and control of surgical sundries, pharmaceuticals, equipment and miscellaneous stock
- Maintain accurate and complete patients' records according to legal requirements
- Assist in compiling and updating of procedural guidelines
- Identify problems and areas of improvement and communicate with the Operational Manager
- Deal with grievances and labour relations issues in terms of laid down procedures/ policies
- Provide direct and indirect supervision of junior staff and give guidance for quality patient care
- Implement infection control standards and practices to improve quality health care
- Initiate treatment and ensure evaluation of patients' clinical conditions
- Participate in Health Promotion activities in the clinic and in the community
- Assess in-service training needs, plan and implement training

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• Participate in data management processes
• Participate in attainment of National Core Standards, realization of Ideal Clinic (ICRM), PSI and surveys on PEC and waiting time.

ENQUIRIES: Mrs. B.S.V Ndlovu  Telephone no. 035 572 1162 or 061 669 6797

CLOSING DATE: 03/07/2020

NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews

Applications to be forwarded to: The Human Resource Manager
Othobothini Community Health Centre
P/ Bag x 12
JOZINI
3969
Attention: Human Resource Manager
OR
Hand-deliver to: Othobothini CHC HR Department