KING DINUZULU HOSPITAL COMPLEX

ADVERT

POST : SENIOR MANAGER: MEDICAL SERVICES

REFERENCE : KDHC 10/2020

INSTITUTION : KING DINUZULU HOSPITAL COMPLEX

NUMBER OF POSTS : 01

REMUNERATION PACKAGE : R1 512 009.00 (All-inclusive remuneration package)

MINIMUM REQUIREMENTS:
- Grade 12 or Senior Certificate
- MBCHB Degree Qualification
- A minimum of 10 years’ experience in Medical Management after registration with HPCSA.
- Registration certificate with the HPCSA as a Medical Practitioner.
- Current registration with the HPCSA.

RECOMMENDATION:
1. Post-graduate Diploma/Degree in Management will be an added advantage.
2. Unendorsed valid Code 08 Driver’s licence.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES:
1. Possess sound knowledge of relevant Acts, Policies and Regulations administered by KZN Department of Health.
2. Possess sound knowledge of the District Health System.
3. Sound knowledge of clinical procedures and protocols within the discipline.
5. Have a good communication, leadership, decision-making, team building and motivational skills.

KEY PERFORMANCE AREAS:
1. Provide leadership, management and support to all Cluster Managers, Clinical Heads, Clinical Managers, Pharmacy, Allied Health Professionals and all staff under their supervision.
2. Ensure the provisions of protocols and guidelines to the Medical and allied Professions Team.
3. Formulate policies and procedures for clinical services and ensure that they are in accordance with current statutory regulations and guidelines.
4. Conduct service assessment and implement quality improvement programmes.
5. Ensure the effective and efficient use both Human and Financial resources.
6. Ensure continuous monitoring of morbidity and mortality rates through clinical audits.
7. Provide support to the Clinical Managers in ensuring an efficient standard of patient care and services is maintained.
8. Ensure compliance with commuted overtime policy
9. Formulate strategic plans in keeping with the requirements of the Hospital and the department as directed by the Mission Statement.
10. Ensure effective clinical governance is maintained within the hospital.
11. Maintain discipline and deal with grievances and Labour Relations issues in terms of laid down policies and procedures.
12. Comply with EPMDS policy in respect of all Managers under span of control.
13. To deputize as Chief Executive Officer when required.

NB: DUE TO FINANCIAL CONSTRAINTS – S&T OR RELOCATION COSTS WILL NOT BE PAID.

CLOSING DATE : 15 APRIL 2020
ENQUIRES : DR Z.F. DLAMINI
CONTACT NUMBER : 031-2426036

APPLICATION SHOULD BE FORWARDED TO: ATTENTION: Mr L.M. Eaton
Room 38
Human Resource Department
King Dinuzulu Hospital complex
P.O Dormerton
4015

HOSPITAL CEO (DR ZF Dlamini) DATE
ORIGINAL SIGNED BY CEO
TO: ALL HEADS OF ALL DEPARTMENTS

VACANCIES IN THE DEPARTMENT OF HEALTH KING DINUZULU HOSPITAL COMPLEX – SENIOR MANAGER: MEDICAL SERVICES

CIRCULAR MINUTE: KDHC 10/2020

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay, including those in region/district offices. Institutions must notify all candidates who qualify for 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:
   - Application for Employment Form (Z83), which is obtainable at any government Department OR from the website – www.kznhealth.gov.za.
   - Certified copies of identity document, highest educational qualifications and Professional Registration – not copies of certified copies.
   - Curriculum Vitae.
   - Certified copies of certificate of service.

2. The Circular Minute Number must be indicated in the column provided on the form Z83, e.g. Circular Minute Number KDHC 10/2020. NB: Failure to comply with the above instructions will disqualify applicants.

3. Preference will firstly be given to currently employed Public Service Employees, before considering Non-Public Servants.

4. Please note that due to the large number of applications received, applications will not be acknowledged. Should you not receive a response after six weeks from closing date of the advert, consider your application as unsuccessful. (This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of all occupational categories in the Department).

   All applications to be forwarded to: MR LM Eaton
   King Dinuzulu Hospital
   P O Dormerton, 4015

5. PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINTS NO S & T & RESETTLEMENT CLAIMS WILL BE CONSIDERED FOR PAYMENT TO CANDIDATES THAT ARE INVITED FOR THE INTERVIEW.

CLOSING DATE FOR APPLICATIONS IS: 15/04/2020

CHIEF EXECUTIVE OFFICER

uMnyango Wezempilo . Departement van Gesondheid

Fighting Disease, Fighting Poverty, Giving Hope