TO: ALL HEADS OF ALL DEPARTMENTS

VACANCIES IN THE DEPARTMENT OF HEALTH KING DINUZULU HOSPITAL COMPLEX – OPERATIONAL MANAGER: PSYCHIATRIC UNIT

CIRCULAR MINUTE: KDHC 29/2019

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 29/2019. 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: 08/11/2019

CHIEF EXECUTIVE OFFICER

uMnyango Wezempilo . Departement van Gesondheid

Fighting Disease, Fighting Poverty, Giving Hope
ADVERT

POST
CENTRE
COMPONENT
REFERENCE NO
NO OF POSTS
SALARY SCALE

OPERATIONAL MANAGER: PSYCHIATRIC UNIT
(KING DINUZULU HOSPITAL COMPLEX
NURSING MANAGEMENT
KDHC29/2019
01
R562 800.00 – R633 432.00 Per Annum plus benefits
and 13th Cheque
And Medical Aid optional. Housing allowance to meet
Prescribed requirements

MINIMUM REQUIREMENTS
- Diploma / Degree in Nursing Science
- Proof of current Registration with the South African Nursing Council as a Professional Nurse
- Diploma in Post Basic Speciality – course relevant to the area Advanced Psychiatric Nurse
- Minimum of 9 years appropriate / recognizable experience in Nursing after registration as a Professional
  Nurse with the SANC in General Nursing.
- At least 4-5 years of the period referred above must be appropriate / recognizable experience after
  obtaining Post Basic qualification in the Speciality.
- Proof of registration with SANC – 2019 Receipt.

KNOWLEDGE, SKILLS AND COMPETENCES
- Knowledge of nursing care processes and procedures.
- Knowledge of nursing status and relevant legal framework.
- Operational Management, co-ordination, networking liaison skills.
- Good communication, interpersonal relations, problem solving, conflict management skills.
- Planning and organizing report writing skills.
- People management and financial management skills.
- KEY PERFORMANCE AREAS
- Co-ordination of optimal holistic specialized nursing care provided within set standards and a
  professional / legal framework.
- Manage effectively the utilization and supervision of human, financial, physical and material resources
  and services.
- Co-ordination of the provision of effective training research.
- Provision of effective support to nursing service.
- Maintain professional growth / ethical standards and self-development.
- To relieve with duties of the supervisor
- To participate in overall specialized unit functions i.e Team Building.
- Participate in the analysis, formulation and implementation of nursing guidelines practices standards
  and procedures.
- Maintain constructive working relationships with nursing and other stakeholders i.e inter-professional
  and inter-sectoral and multi-disciplinary team work.

NB: NO PAYMENT OF S & T AND RESETTLEMENT EXPENDITURE

uMnyango Wezempilo. Departement van Gesondheid
Fighting Disease, Fighting Poverty, Giving Hope
ENQUIRIES: DR. Z F DLAMINI, NURSING MANAGER
TELEPHONE: 031 – 2426036

CLOSING DATE: 08/11/2019

ALL APPLICATIONS SHOULD BE FORWARD TO:

For Attention:
Mr L. Eaton
Human Resource Registry Department – Rooms 38 and 39 Basement
King Dinuzulu Hospital Complex
P.O. Dormerton 4015

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CHIEF EXECUTIVE OFFICER

__________________________________________
DATE

uMnyango Wezempilo. Departement van Gesondheid

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