TO HEADS OF ALL DEPARTMENTS IN THE KZN PROVINCIAL ADMINISTRATION

VACANCY IN THE DEPARTMENT OF HEALTH: KING EDWARD VIII HOSPITAL: DURBAN

CIRCULAR MINUTE KE 09/2020

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 district offices. Institutions must notify all candidates who qualify for the post in this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
   - Application for Employment Form (Form Z83), which is obtainable at any Government Department OR from the website – www.kznhealth.gov.za
   - Certified copies of Highest Educational Qualifications and Professional Registration certificates – not copies of certified copies.
   - Updated Curriculum Vitae with certificates of service.
   - Certified copy of Identity Document.
   - Current paid up receipt with the registration body.

2. The Reference Number must be indicated in the column provided on the form Z83, e.g. HRM /2019.

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

3. Please note that due to the large number of applications we envisage to receive, applications will not be acknowledged. However, all applicants will be advised of the outcome of their applications in due course.

4. 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, citizenship) verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company intellectual Property Commission (CIPC).

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

(This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representatively in all levels of all occupational categories in the Hospital. Persons with disabilities and African males are encouraged to apply. Please note that other race groups are also not restricted from applying)

CLOSING DATE: 03 APRIL 2020

Original signed by CEO: ___________________ 10.03.2020

CHIEF EXECUTIVE OFFICER ________________ DATE ___________________
POST: MEDICAL OFFICER GRADE 1/2/3 – DEPT. OF INTERNAL MEDICINE
NO. OF POST: 01
REFERENCE NO.: HRM 09/2020
CENTRE: KING EDWARD VIII HOSPITAL: DEPARTMENT OF MEDICINE
SALARY NOTCH & EXP:

GR 1: R 821 205.00 – R 884 670.00 p.a. (All inclusive salary package) None to less than 5 years after registration with the HPCSA as an Independent Medical Practitioner
GR 2: R 938 964.00 – R 1 026 693.00 (All inclusive package) 5 years to less than 10 years experience after registration with the HPCSA as an Independent Medical Practitioner
GR 3: R 1 089 693.00 – R 1 362 366.00 (All inclusive package) 10 years or more after registration with the HPCSA as an Independent Medical Practitioner

MINIMUM REQUIREMENTS:

- MBCHB degree or equivalent qualification PLUS
- Registration certificate with the HPCSA as an Independent Medical Practitioner PLUS
- Current registration with the HPCSA (2019/2020)

COMPULSORY OVERTIME

- Commuted overtime is compulsory.

RECOMMENDATION:

- Computer Literacy

KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES REQUIRED:

- Good decision making, problem solving, leadership and mentoring skills
- Sound medical ethics skills
- Good communication skills
- Computer skills
- Service delivery orientated
- Policy development

KEY PERFORMANCE AREAS:

- Daily ward rounds at Haemodialysis unit at St. Aidans Hospital
- To assist in Acute Medical Unit (AMU)
- To efficiently execute duties which support the aims and objectives of Department of Medicine in providing care for in patients and outpatients in the Department of General Medicine
- To supervise the training of interns, and undergraduate medical students in Medicine
- To participate in and contribute to the research and outreach activities of the Department of Medicine.
- Attain competency in recognizing and managing common medical disorders
- Manage inpatients and outpatients, follow-up-clinic including MOPD, Medical Emergency Unit and Antiretroviral clinic
- Discharge of patients who are fit for discharge with appropriate arrangements made for follow-up and step down care
- Function independently to manage medical emergencies
- Attain competency in performing invasive procedures
- Counselling of patients and family members
- Provide community orientated clinical service and support primary health care service
- Liaise and consult with other disciplines e.g. Surgery, Obstetrics and Gynaecology, etc.
- Attain knowledge of rational drug treatment
- Participate in quality improvement programs, clinical audits, peer review meetings and policy development
- Attendance, participation and presentation in academic program of the department
- Function as a member of a multi-disciplinary team including nursing staff and allied disciplines
- Candidate must be prepared to perform after hour duties (commuted overtime)

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING
ENQUIRIES: DR. S. RAMJI
TEL: 031 360 3854

CLOSING DATE: 03 APRIL 2020

HAND DELIVERED APPLICATIONS SHOULD BE POSTED INTO THE RED BOX, NEXT TO THE ATM IN THE ADMIN. BUILDING

Please forward applications to:

DEPUTY DIRECTOR: HUMAN RESOURCE
King Edward VIII Hospital
Private Bag X02
Congella
4013

ATTENTION: Mr. MM Mbanjwa

Original signed by CEO 10.03.2020

CHIEF EXECUTIVE OFFICER DATE

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