



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

Physical Address: Private Bag X02, Congella, 4013
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www.kznhealth.gov.za

**KING EDWARD VIII HOSPITAL
HUMAN RESOURCES**

Enquiries : Ms. THF Mkhonza
Reference : KE 47/2021
Date : 28 September 2021

TO HEADS OF INSTITUTIONS

**RE: VACANCY - DEPARTMENT OF HEALTH: KING EDWARD VIII HOSPITAL COMPLEX: DURBAN
GENERAL NURSE (PAEDS X7, NEONATALX5 AND O&G10)**

**Closing Date: 15/10/2021
CIRCULAR MINUTE KE 47/2021**

Institutions are requested to notify all candidates on their establishment who qualify for the posts in this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:

- 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.
 - Educational Qualification certificates as per post advert minimum requirements
 - Identity Document, valid driver's license
 - Proof of current annual registration
 - Proof of evaluation & results by the south African Qualifications Authority (SAQA) for qualifications obtained outside South Africa
 - Curriculum vitae
- The Reference Number must be indicated in the column provided on the form Z83, e.g. HRM 37/2021.
- Please note that due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not have been contacted within 90days of the outcome, kindly consider yourself as being unsuccessful
- 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).
- PLEASE NOTE THAT DUE TO FINANCIAL CONSTRAINS NO. S&T CLAIMS WILL BE CONSIDERED FOR PAYMENT TO CANDIDATES THAT ARE INVITED FOR INTERVIEW**

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

(This Hospital is an equal opportunity, affirmative action employer whose aim is to promote representativity in all levels of all occupational categories in the Hospital. Person with disabilities and African males are encouraged to apply)

**ORIGINAL SIGNED BY CEO
CHIEF EXECUTIVE OFFICER**

**2021/10/01
DATE**

POST : **PROFESSIONAL NURSE: GENERAL NURSING STREAM:**
(NEONATAL 05 , PAEDS 07)
CENTRE : **KING EDWARD VIII HOSPITAL**
REFERENCE : **HRM 74/2021**
NO. OF POSTS : **12**
SALARY : **GRADE 1: R256905. 00 – R297 825. 00 per annum**
OTHER BENEFIT : **13th Cheque, Medical Aid (Optional)**
EXPERIENCE : **No experience required**

MINIMUM EDUCATION REQUIREMENTS FOR THE POST

1. Senior Certificate /Grade 12
2. 425 Diploma/Degree in Nursing or Equivalent qualification that allows registration as Professional Nurse Psychiatry, Community and Midwifery
3. Diploma in Nursing with midwifery
4. Current registration with SANC as General Nurse with midwifery for 2021/2022

RECOMMENDATION

- Computer certificate
- Driver's license
- Experience in Paediatric, Neonatal ICU and Maternity

KNOWLEDGE, SKILLS, AND EXPERIENCE

- Knowledge of Public Service policies, Acts and Regulations
- Knowledge of SANC AND rules and regulations
- Sound knowledge of scope of practice
- Good communication, leadership, interpersonal and problem solving skills
- Knowledge of Code of Conduct, Labour relations, conflict management and negotiation skills
- Ability to function well within a team
- Skills in organizing, planning and supervising
- Knowledge of Batho Pele principles and Patients' Rights Charter

RESPONSIBILITIES/KRA

1. Provision of quality nursing care through implementation of standards
2. To develop and ensure implementation of nursing care plans
3. To participate in quality improvement programmes and clinical audits
4. Maintain accurate and complete patients records according to legal requirements
5. Assist Operational Managers with Overall Management and necessary support for effective functioning
6. Maintain clinical competence by ensuring that scientific principles of Nursing are implemented
7. Exercise control over discipline, grievance and labour relations issues according to laid down policies and procedures
8. Manage and supervise effective utilization of all resources e.g. human, financial, material etc.
9. Ensure the provision and supervision of Patients needs and promoting health for client
10. Assist with performance reviews i.e. EPMDS for staff under your supervision

Closing Date: 15 October 2021

Enquiries: Mrs. NP Ngcobo (031) 360 3031

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

Please forward applications to:

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

ATTENTION: Mrs. THF Mkhonza

ORIGINAL SIGNED BY CEO
CHIEF EXECUTIVE OFFICER

2021/10/01
DATE

POST : PROFESSIONAL NURSE: GENERAL NURSING STREAM: O&G
CENTRE : KING EDWARD VIII HOSPITAL
REFERENCE : HRM 75/2021
NO. OF POSTS : 10
SALARY : GRADE 1: R256905. 00 – R297 825. 00 per annum
OTHER BENEFIT : 13th Cheque, Medical Aid (Optional)
EXPERIENCE : No experience required

MINIMUM EDUCATION REQUIREMENTS FOR THE POST

1. Senior Certificate /Grade 12
2. 425 Diploma/Degree in Nursing or Equivalent qualification that allows registration as Professional Nurse Psychiatry, Community and Midwifery
3. Current registration with SANC as General Nurse for 2021/2022

RECOMMENDATION

- Computer certificate
- Driver's license

KNOWLEDGE, SKILLS, AND EXPERIENCE

- Knowledge of Public Service policies, Acts and Regulations
- Knowledge of SANC AND rules and regulations
- Sound knowledge of scope of practice
- Good communication, leadership, interpersonal and problem solving skills
- Knowledge of Code of Conduct, Labour relations, conflict management and negotiation skills
- Ability to function well within a team
- Skills in organizing, planning and supervising
- Knowledge of Batho Pele principles and Patients Rights Charter

KEY PERFORMANCE AREAS FOR O&G

1. Implement maternal, neonate and child health care programmes.
2. Improve the health systems for mothers and babies.
3. Ensure Saving the Mother /Baby recommendations are being implemented.
4. Develop and implement quality assurance progress policies & operational plans
5. Implement standards, practices and indication for Maternal and Child Health Care
6. Participate in PPIP meetings and develop Quality Improvement Projects.
7. Strengthen Reproductive Health and Post Natal services.
8. Support the Mother Baby Friendly Initiatives.
9. Improve Data Management system and ensure timeous submission to Facility Information Officer
10. Manage effective utilization of resources in the unit
11. Implement strategies for infection prevention and control measures
12. Participate in PMDS for staff members
13. Ability to negotiate with other stakeholders, engage in problem solving and conflict management
14. Deal with grievances and labour relations issues in terms of the laid policies/procedures
15. Strengthen the resuscitation services in the unit
16. Implement National Core Standards policies and guidelines
17. Ensure implementation of CARMMA elements
18. Support MOM connect project
19. Support and mentor student Nurses

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