



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

ILEMBE HEALTH DISTRICT OFFICE

Human Resource Department

1 King Shaka Street, King Shaka Centre 2nd & 3rd Floors

Tel: 032 437 3500 Fax: 032 552 1878

email: jabu.mhlongo@kznhealth.gov.za

ENQUIRIES: MR AP KAKHANI
TELEPHONE: 032 - 5513686

VACANCIES IN THE DEPARTMENT OF HEALTH

The contents of this Circular Minute must be brought to the notice of all eligible employees on the establishment of all Institutions. It must be ensured that all employees 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 (Form Z.83), which is obtainable at any Government Department OR from the website - www.kznhealth.gov.za.

(b) Recent certified copies of identity document, driver's license, highest educational qualifications and professional registration certificates not older than 6 months– not copies of certified copies.

(c) Updated comprehensive Curriculum Vitae

(d) Applications must be submitted **on or before the closing date**.

NB: The abovementioned documents need not be certified when applying for the post. HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview

2. The Reference Number must be indicated in the column provided on the form Z.83 e.g. KEARS 01/2021

NB: (a) Failure to comply with the above instructions, faxed and e-mailed application will disqualify the applicants. Faxed and e-mailed applications will **NOT** be accepted.

(b) 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).

3. Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor.

4. Persons with disabilities should feel free to apply for any of the advertised posts.

5. Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

6. The Department Reserves the Right to or not to make appointment(s) to the advertised post(s)



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7. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications.

This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post

Closing date for the Applications:

24 DECEMBER 2021

PLEASE FORWARD APPLICATIONS TO:

ATT: HUMAN RESOURCE DEPARTMENT

The District Director
ILEMBE Health District Office
Private Bag x10620
KwaDukuza
4450

**DISTRICT DIRECTOR
ILEMBE HEALTH DISTRICT**

DATE

POST	CENTRE	COMPONENT	NUMBER OF POSTS	REFERENCE NO
CLINICAL NURSE PRACTITIONER	ILEMBE HEALTH DISTRICT OFFICE	KEARSNEY CLINIC	01	KEARS 01/2021
CLINICAL NURSE PRACTITIONER	ILEMBE HEALTH DISTRICT OFFICE	BALLITO CLINIC	01	BALL 01/2021

BENEFITS : 13th Cheque, home owner's allowance, and Medical aid optional [Employee must meet prescribed conditions]

REMUNERATION : Grade 1- Notch R 383 226.00 pa **Plus 8%** rural allowance
Grade 2- Notch R 471 333.00 pa **Plus 8%** rural allowance

MINIMUM REQUIREMENTS GR 1:

- Grade 12 (Senior certificate) Standard 10/or (Vocational National Certificate) plus,
- Degree / Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) plus,
- Current registration with SANC as General Nurse and Primary Health Care plus,
- A minimum of 4 years appropriate/ recognizable nursing experience as a General Nurse.

MINIMUM REQUIREMENTS GR 2

- Grade 12 (senior certificate) Standard 10/or (Vocational National Certificate) plus,
- Degree/Diploma in General Nursing Science and Midwifery plus, (1) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC)
- Current registration with SANC as General Nurse with Midwifery and Primary Health Care plus,
- A minimum of **14 years** appropriate/recognizable nursing experience after registration as a General Nurse with SANC of which **10 years** of the period must be appropriate/recognizable PHC experience after obtaining a one year post basic qualification in Primary Health Care.

Proof of previous and current work experience (certificate/s of service) endorsed and stamped by HR Office must be attached

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED

- Knowledge of all applicable legislations such as Nursing Acts, Mental Act, OH&S Act, Batho Pele Principles and Patients' Rights Charter, Labour Relations Act, Grievance Procedures etc.
- Leadership, organizational, decision making and problem solving, conflict handling and counseling.
- Good listening and communication skills
- Co-ordination and planning skills
- Team building and supervisory skills
- Good interpersonal relationship skill
- Good insight of procedures and policies pertaining to nursing care.
- Ability to assist in formulation of patient care related policies.

KEY PERFORMANCE AREAS

- Provide quality comprehensive Primary Health Care by providing promotive, preventative, curative and rehabilitative services for the clients and community.
- Ensuring proper utilization and safekeeping basic medical equipment, surgical pharmaceutical and stock.
- Assist in orientation, induction and monitoring of all nursing staff.
- Provide direct and indirect supervision of all nursing staff and to give guidance.
- To provide nursing care that leads to improved health service delivery by upholding principles of Batho Pele.
- Execute duties and functions with proficiency and perform duties according to scope of practice.
- Implement infection control standards and practices to improve quality of nursing care.
- Ensure proper implementation of National Core Standards, quality and clinical audits.
- Improve the knowledge of staff and patients through health education and in service training.
- Implement standards, practices criteria for quality nursing.
- Maintain a constructive working relationship with nursing and other stakeholders.
- Supervision of patients' reports and intervention, keeping a good valid record on all client interventions.
- Ensuring proper utilization of Human, material and financial resources and keeping up to date records of resources.
- Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic.
- Motivate junior staff regarding development in order to increase level of expertise and assists patients to develop a sense of self-care.
- Strengthen data systems and treatment outcomes by assisting and capturing on Tier.net
- Assist with capturing patients on patient registration (HPRS) system.
- Support the realization and maintenance of Ideal Clinic Programme in the facility.
- Coordinate and manage the provision of the services to manage COVID 19 pandemic.

**ENQUIRIES: Mr. AP MAKHANI [OPERATIONAL MANAGER NURSING:
PHC SUPERVISOR]**

CONTACT NO : 032 - 5513686

CLOSING DATE : 24 DECEMBER 2021

ALL APPLICATIONS SHOULD BE FORWARDED TO: The District Director: Human Resource Management Services, Ilembe Health District Office, Private Bag X10620 KwaDukuza 4450 **OR** Hand delivered to: 1 on 1 King Shaka Street, Kinga Shaka Centre, KwaDukuza 4450