

DIRECTORATE:

Private X 9928 , Ladysmith, 3370

Human Resource Management Services

Ladysmith Regional Hospital, 36 Malcolm Road Ladysmith, 3370

Tel: 036 637 2111 Fax: 036 631 0061 EMAIL:Nkosinathi.siyaya@kznhealth.gov.za

Enquiries: Mr E.N.Siyaya

Date: 2024.03.08

TO: HEADS OF ALL DEPARTMENTS
VACANCIES IN LADYSMITH REGIONAL HOSPITAL

CIRCULAR MINUTE: LH 05/2024

The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:

- 1. Only the following documents must be submitted:
 - APPLICANTS MUST UTILISE THE MOST RECENT Z83 APPLICATION FORM WHICH IS OBTAINABLE AT ANY GOVERNMENT DEPARTMENT OR FROM THE WEBSITE – WWW.KZNHEALTH.GOV.ZA
 - UPDATED DETAILED CURRICULUM VITAE
- 2. The Reference Number Must Be Indicated In The Column Provided On The Z83, E.G. X/RAY 01/2022.

NB: FAILURE TO COMPLY WITH THE ABOVE INSTRUCTIONS WILL DISQUALIFY APPLICANTS.

- 3. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and verification of previous & current employment experience).
- 4. It is the applicant's responsibility who have a foreign qualification, which is the requirement of the post, that is evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application, Failure to comply will result in the application not being considered.
- 5. Please note that applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful.
- 6. Ladysmith Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution.
- 7. Persons with disability are encouraged to apply.
- 8. Please note that no S&T payments will be considered for payment to candidates that are invited for interview.
- **9.** ALL APPLICATIONS SHOULD BE FORWADED TO:

LadysmithHospital.JobApp@kznhealth.gov.za/ Nkosinathi.siyaya@kznhealth.gov.za OR
Ladysmith Regional Hospital OR be Hand delivered To: Ladysmith Regional Hospital
Private Bag X 9928 36 Malcolm Road
LADYSMITH Ladysmith
3370 3370

VACANCY

POST : Operational Manager – Walton Clinic

No. OF POST : 01

CENTRE: Ladysmith Regional Hospital

REFERENCE No: LRH 17/2024

SALARY : R 627474.00 – 703752.00 per annum

OTHER BENEFITS: 13TH Cheque, Housing Allowance (employees must meet the

Prescribed requirements), (Medical Aid Optional), 8%

Inhospitable rural allowance.

REQUIREMENTS:

• Senior Certificate (Grade 12).

- Degree / Diploma in General Nursing and Midwifery
- Plus one year post basic qualification in Clinical Nursing Science ,Health Assessment, Treatment and care
- Registration certificates with SANC IN General Nursing and Midwifery and in Clinical Nursing Science, Health Assessment Treatment and Care.
- Proof of current registration with SANC (2024)
- A minimum of 9 years appropriate recognizable experience in nursing after registration as professional nurse with SANC in General Nursing,
- At least 5 years of the period mentioned above must be appropriate recognizable experience in Primary Health Care after obtaining (1) one year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care.
- A Valid Driver's licence

RECOMMENDATION:

• Degree / Diploma in Nursing Administration.

KNOWLEDGE, SKILLS, TRAINING, AND COMPETENCIES:

- Good verbal and written communication and report writing skills.
- Leadership, organizational, decision making and problem solving skills.
- Knowledge of legal frame work and prescripts within the Department of Health.
- Conflict management and negotiation skills.
- Knowledge of code of conduct and Labour Relations procedures / processes.
- Knowledge of Batho Pele principles and Patients' Rights Charter.

KEY PERFORMANCE AREAS:

- Promote quality nursing care as directed by the professional scope of practice and standards as determined by the institution.
- Assist in planning, organizing and monitoring of objectives of the units and departments.
- Demonstrate understanding of Human Resource and Financial Management and practices and procedures.
- Supervise staff under your control.

- Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients' needs, requirements and expectations (Batho-Pele)
- Able to plan and organize own work and that of support personnel to ensure proper nursing care.
- Manage all resources within units effectively and efficiently to ensure optimal service delivery.
- Carry out PMDS evaluation of staff, formulate training programmes and participate in the training and development of staff.
- Ensure that all equipment in the nursing department is adequate, checked and is in working order.
- Provide a safe, therapeutic and hygienic environment as laid down by the Nursing Act, Occupational Health and Safety Act and all other applicable prescripts.
- Oversee the functioning of units / wards and report to nursing management.

ENQUIRIES: MRS. N.G. NKEHLI, TEL: (036) 637 2111, CLOSING DATE: 05 April 2024.

VACANCY

POST : Clinical Nurse Practitioner Grade 1&2 – Driefontein Clinic

No. OF POST : 01

CENTRE: Ladysmith Regional Hospital (Primary Health Care)

REFERENCE No : LRH 18/2024

SALARY : Grade 1: R 431 265.00 – R 497 193.00 per annum.

Grade 2: R 528 696.00 – R 645 720.00 per annum.

OTHER BENEFITS: 13TH Cheque, Housing Allowance (employees must meet the

Prescribed requirements), (Medical Aid Optional), 8%

Inhospitable rural allowance.

MINIMUM REQUIREMENTS

Senior Certificate/Grade 12

- Degree/Diploma in General Nursing and Midwifery PLUS
- One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC
- Proof of current registration with SANC(2024 Receipt)
- Registration certificates with SANC IN General Nursing and Midwifery Plus Clinical Nursing Science, Health Assessment, Treatment and Care
- A minimum of four/4 year's appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing.
- CERTIFICATE OF SERVICE ENDORSED BY HUMAN RESOURCE DEPARTMENT.

RECOMMENDATION.

Valid Driver's License

NB: only shortlisted candidates will be required to submit certified documents and certificate of service on or before day of the interview following communication from HR.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Knowledge and experience of Public Service Policies, Acts and Regulations
- Sound Management, negotiation, inter-personal and problem solving skills
- Good verbal, listening and written communication skills
- Knowledge of Labour Relations and disciplinary procedures
- Clinical competencies
- Knowledge of nursing care delivery approaches
- Analytical thinking, decision-making and conflict management skills
- Co-ordinating and planning skills

KEY PERFORMANCE AREAS

- Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores
- Deal with grievances and Labour relation issues in terms of laid down policies/procedures
- Ensure the supervision and provision of basic patient needs
- Promote preventive and promotive health for clients
- Evaluate and follow up patients during clinic visits
- Initiate treatment, implementation of programmes and evaluations of patients clinical conditions
- Attend and participate in doctor's visits
- Co-ordinate between hospital and community
- Health education of patients, staff and public
- Assessing in-service training needs, planning and implementing of training programs
- Assist patients and families to develop a sense of care

ENQUIRIES: Ms N.G.NKEHLI, TEL 036-637 2111, CLOSING DATE: 05 April 2024

VACANCY

POST : Clinical Nurse Practitioner Grade 1&2 – Accaciavale Clinic

No. OF POST : 01

CENTRE: Ladysmith Regional Hospital (Primary Health Care)

REFERENCE No : LRH 19/2024

SALARY : Grade 1: R 431 265.00 – R 497 193.00 per annum.

Grade 2: R 528 696.00 – R 645 720.00 per annum.

OTHER BENEFITS: 13TH Cheque, Housing Allowance (employees must meet the

Prescribed requirements), (Medical Aid Optional), 8%

Inhospitable rural allowance.

MINIMUM REQUIREMENTS

Senior Certificate/Grade 12

- Degree/Diploma in General Nursing and Midwifery PLUS
- One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC
- Proof of current registration with SANC(2024 Receipt)
- Registration certificates with SANC IN General Nursing and Midwifery Plus Clinical Nursing Science, Health Assessment, Treatment and Care
- A minimum of four/4 year's appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing.
- CERTIFICATE OF SERVICE ENDORSED BY HUMAN RESOURCE DEPARTMENT.

RECOMMENDATION

Valid Driver's License

NB: only shortlisted candidates will be required to submit certified documents and certificate of service on or before day of the interview following communication from HR.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Knowledge and experience of Public Service Policies, Acts and Regulations
- Sound Management, negotiation, inter-personal and problem solving skills
- Good verbal, listening and written communication skills
- Knowledge of Labour Relations and disciplinary procedures
- Clinical competencies
- Knowledge of nursing care delivery approaches
- Analytical thinking, decision-making and conflict management skills
- Co-ordinating and planning skills

KEY PERFORMANCE AREAS

- Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores
- Deal with grievances and Labour relation issues in terms of laid down policies/procedures
- Ensure the supervision and provision of basic patient needs
- Promote preventive and promotive health for clients
- Evaluate and follow up patients during clinic visits
- Initiate treatment, implementation of programmes and evaluations of patients clinical conditions
- Attend and participate in doctor's visits
- Co-ordinate between hospital and community
- Health education of patients, staff and public
- Assessing in-service training needs, planning and implementing of training programs
- Assist patients and families to develop a sense of care

ENQUIRIES: Ms N.G.NKEHLI, TEL 036-637 2111, CLOSING DATE: 05 April 2024

VACANCY

POST : Clinical Nurse Practitioner Grade 1&2 – Gateway Clinic

No. OF POST : 01

CENTRE: Ladysmith Regional Hospital (Primary Health Care)

REFERENCE No : LRH 20/2024

SALARY : Grade 1: R 431 265.00 – R 497 193.00 per annum.

Grade 2: R 528 696.00 - R 645 720.00 per annum.

OTHER BENEFITS: 13TH Cheque, Housing Allowance (employees must meet the

Prescribed requirements), (Medical Aid Optional), 8%

Inhospitable rural allowance.

MINIMUM REQUIREMENTS

Senior Certificate/Grade 12

- Degree/Diploma in General Nursing and Midwifery PLUS
- One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC
- Proof of current registration with SANC(2024 Receipt)
- Registration certificates with SANC IN General Nursing and Midwifery Plus Clinical Nursing Science, Health Assessment, Treatment and Care
- A minimum of four/4 year's appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing.
- CERTIFICATE OF SERVICE ENDORSED BY HUMAN RESOURCE DEPARTMENT.

RECOMMENDATION

Valid Driver's License

NB: only shortlisted candidates will be required to submit certified documents and certificate of service on or before day of the interview following communication from HR.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Knowledge and experience of Public Service Policies, Acts and Regulations
- Sound Management, negotiation, inter-personal and problem solving skills
- Good verbal, listening and written communication skills
- Knowledge of Labour Relations and disciplinary procedures
- Clinical competencies
- Knowledge of nursing care delivery approaches
- Analytical thinking, decision-making and conflict management skills
- Co-ordinating and planning skills

KEY PERFORMANCE AREAS

- Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores
- Deal with grievances and Labour relation issues in terms of laid down policies/procedures
- Ensure the supervision and provision of basic patient needs
- Promote preventive and promotive health for clients
- Evaluate and follow up patients during clinic visits
- Initiate treatment, implementation of programmes and evaluations of patients clinical conditions
- Attend and participate in doctor's visits
- Co-ordinate between hospital and community
- Health education of patients, staff and public
- Assessing in-service training needs, planning and implementing of training programs
- Assist patients and families to develop a sense of care

ENQUIRIES: Ms N.G.NKEHLI, TEL 036-637 2111, CLOSING DATE: 05 April 2024

VACANCY

POST : Clinical Nurse Practitioner Grade 1&2 – Steadville Clinic

No. OF POST : 01

CENTRE: Ladysmith Regional Hospital (Primary Health Care)

REFERENCE No : LRH 21/2024

SALARY : Grade 1: R 431 265.00 – R 497 193.00 per annum.

Grade 2: R 528 696.00 – R 645 720.00 per annum.

OTHER BENEFITS: 13TH Cheque, Housing Allowance (employees must meet the

Prescribed requirements), (Medical Aid Optional), 8%

Inhospitable rural allowance.

MINIMUM REQUIREMENTS

Senior Certificate/Grade 12

- Degree/Diploma in General Nursing and Midwifery PLUS.
- A minimum of four/4 year's appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing
- One (1) Year Post Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (PHC) accredited with SANC
- Proof of current registration with SANC(2024 Receipt)
- Registration certificates with SANC IN General Nursing and Midwifery Plus Clinical Nursing Science, Health Assessment, Treatment and Care
- CERTIFICATE OF SERVICE ENDORSED BY HUMAN RESOURCE DEPARTMENT.

RECOMMENDATION.

Valid Driver's License

NB: only shortlisted candidates will be required to submit certified documents and certificate of service on or before day of the interview following communication from HR.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Knowledge and experience of Public Service Policies, Acts and Regulations
- Sound Management, negotiation, inter-personal and problem solving skills
- Good verbal, listening and written communication skills
- Knowledge of Labour Relations and disciplinary procedures
- Clinical competencies
- Knowledge of nursing care delivery approaches
- Analytical thinking, decision-making and conflict management skills
- Co-ordinating and planning skills

KEY PERFORMANCE AREAS

- Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment and miscellaneous stores
- Deal with grievances and Labour relation issues in terms of laid down policies/procedures
- Ensure the supervision and provision of basic patient needs
- Promote preventive and promotive health for clients
- Evaluate and follow up patients during clinic visits
- Initiate treatment, implementation of programmes and evaluations of patients clinical conditions
- Attend and participate in doctor's visits
- Co-ordinate between hospital and community
- Health education of patients, staff and public
- Assessing in-service training needs, planning and implementing of training programs
- Assist patients and families to develop a sense of care

ENQUIRIES: Ms N.G.NKEHLI, TEL 036-637 2111, CLOSING DATE: 05 April 2024

Original signed available on request

DR M.E.PULE
ACTING CHIEF EXECUTIVE OFFICER
LADYSMITH REGIONAL HOSPITAL
DATE: