



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

Natalia, 330 Langalibalele Street, Pietermaritzburg, 3201
Private Bag X9051, Pietermaritzburg, 3200

DIRECTORATE:
Human Resource Management Services
Recruitment and Selection

Enquiries : Miss T.N N Ngema
Telephone No. : 033 395 2465

**TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS**

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No.M01/2024

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) Comprehensive CV (with detailed experience).
 - (c) Copies of Qualification, Registration Certificate with HPCSA and drivers licence need not be submitted when applying for employment.
2. The Reference Number must be indicated in the column provided on the form Z83.
3. **Persons with disabilities should feel free to apply for the post.**

- NB:**
- (a) Failure to comply with the above instructions will disqualify applicants.
 - (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, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).**
4. 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.

5. 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 application.

**HEAD OF DEPARTMENT: HEALTH
KWAZULU-NATAL**

CLOSING DATE FOR APPLICATIONS IS: 23 APRIL 2024

DEPARTMENT OF HEALTH: KWAZULU-NATAL

(This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.)

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae. Copies of Qualification, Registration Certificate with HPCSA and drivers licence need not be submitted when applying for employment. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. **NB: Failure to comply with the above instructions will disqualify applicants.** Persons with disabilities should feel free to apply for the post. •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). 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.

POST : **MEDICAL OFFICER: GRADE 1**

DISTRICT	NO. OF POSTS	REFERENCE NUMBER
Amajuba	14	M 01/2024
eThekwini	30	
Harry Gwala	10	
Ilembe	12	
King Cetshwayo	9	
Ugu	10	
Umgungundlovu	25	
Umzinyathi	10	
TOTAL	120	

GRADE 1 : **R 906 540.00 per annum (No experience required)**

REQUIREMENTS FOR THE ABOVE POST:- •MBCHB qualification as a Medical Practitioner. **PLUS** •Current registration HPCSA as a Medical Practitioner. **PLUS** • Unendorsed valid Code B driver's license (Code 08).

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED:

- Sound knowledge, experience and clinical skills in General Medicine, especially in the following fields:
- Primary Health Care
- Antenatal and Postnatal care
- Child Health and IMCI
- HIV&AIDS and TB management
- Experience in MMC.
- Communicable and Non-Communicable Diseases
- Emergency Care
- Good communication and leadership skills
- Knowledge and understanding of National Health Insurance, Batho Pele Principles and Medical Ethics.

- A passion for teaching, mentoring and coaching in the PHC field.
- Fluency in the local languages
- General Practitioner within the District or neighbouring Districts
- A diploma in HIV/AIDS Care or Family Medicine will be an advantage.

KEY PERFORMANCE AREAS:

- The provision of promotive and preventive services as per Primary Health Care package of services taking into consideration the burden of disease of the community being served by the Facility.
- Use of clinical algorithms as per APC 101 Clinical Guidelines for the management of chronic non-communicable diseases and the management of chronic communicable diseases such as HIV, AIDS and TB Management of other minor ailments.
- Managing the health of women and children, including reproductive health services.
- Provision of rehabilitative services, such as adherence to referral protocols to all relevant points of service delivery, including community based rehabilitation services, CHC, district hospital and levels above: assessments and recommendations of disability grant applications; Provision of essential consumables, including spinal packs to persons with disabilities and information to patients, families, caregivers about rehabilitation services.
- Deliver services as per the service package of the relevant health facility.
- Give in-service training and support to nurses employed in the health facility.
- Ensure compliance with the Essential Medicine List (EML).
- Respond to emergencies, attend to victims and perpetrators of crimes, inter alia, sexual assault, rape, assault, drunken and negligent driving and any other Medico Legal Services required by the South African Police Services (SAPS).
- Complete documentation, as required by the SAPS in terms of the abovementioned Medico Legal matter, including giving testimony in court.
- Compliance with clinical governance requirements, such as appropriate record keeping and referral.
- At the request of and cost to the Department, attend training, orientation/ induction and meetings.
- Be prepared to drive to PHC Clinics.
- The incumbent will be accountable to the Clinic Operational Manager, Medical Manager and District Office.

ENQUIRIES: MR J MNDEBELE

TELEPHONE NO. : 033 395 3274

Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details.

“Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address HeadOffice.HRJobapplication@kznhealth.gov.za.

Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs.”

ALL APPLICATIONS SHOULD BE FORWARDED TO: THE CHIEF DIRECTOR: HUMAN RESOURCE MANAGEMENT SERVICES KZN DEPARTMENT OF HEALTH PRIVATE BAG X9051 PIETERMARITZBURG 3200 OR Hand Deliver to: 330 Langalibalele Street, Natalia Building, REGISTRY, Minus 1:1 North Tower

(Attention: Miss T.N.N Ngema)