TO: ALL HEADS OF ALL DEPARTMENTS

VACANCIES IN THE DEPARTMENT OF HEALTH, ADDINGTON HOSPITAL, SPECIALIST OTOHINOLARYNGOLOGY GRADE 1 & 2, ENT DEPARTMENT. REF NO: M1/SPEC/2019

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

DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
   - Application for Employment Form (Z83), which is obtainable at any Government Department or from the website – www.kznhealth.gov.za.
   - Certified copies of Identity document.
   - Certified copy of MBChB.
   - Certified copy of Registration certificate as a Specialist Otorhinolaryngology-Head and Neck Surgery with the HPCSA.
   - Certified copy of current annual fees registration (2020/2021)
   - Grade 2 – to produce certificate of service proving 5 years’ experience as a Specialist.
   - Updated Curriculum Vitae.

2. Please note that the successful applicant’s will be subjected to the following:-
   - Criminal records checks, Citizen Verification, Financial/asset record checks.
   - Qualification and registration certificate/study verification and CIPC verification.

3. The Circular Minute Number must be indicated in the column provided on the form Z83, e.g. Circular Minute Number kgv1/2011. NB: Failure to comply with the above instructions will disqualify applicants.

4. Please note that due to the large number of applications received, applications will not be acknowledged. Should you not have been contacted in 60 days kindly consider yourself as being unsuccessful.

5. Please note that due to financial constrains no S & T and resettlement claims will not be considered for payment to candidates that are invited for the interview.

   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.

APPLICATIONS TO BE FORWARDED TO: The Human Resource Dept, Addington Hospital, P.O. Box 977, DURBAN 4000 OR dropped off at Room 23,1st Floor, Addington Hospital.

CLOSING DATE: 05 MAY 2020

Original signed and kept on file

CHIEF EXECUTIVE OFFICER

Fighting Disease, Fighting Poverty, Giving Hope
RE-ADVERTISEMENT

POST : MEDICAL SPECIALIST GRADE 1,2
COMPONENT : OTORHINOLARYNGOLOGY
INSTITUTION : ADDINGTON HOSPITAL
REFERENCE No. : M1/SPEC/2019
SALARY NOTCH :

Grade 1 - Medical Specialist R1 051 368.00 per annum, all-inclusive remuneration package.

Experience: Not applicable; Registration with the HPCSA as a Medical Specialist.

Grade 2 - Medical Specialist R1 202 112.00 per annum, all-inclusive remuneration package

Experience: Appropriate qualification in the relevant discipline that allows registration as a Medical Specialist with the HPCSA plus 5 Years’ experience as a Medical Specialist after registration with the HPCSA.

MINIMUM REQUIREMENTS

- MBChB degree.
- Registration certificates with the HPCSA as a Specialist Otorhinolaryngology – Head and Neck Surgery.
- Current annual registration with the HPCSA (2020/2021)
- Grade 2 – to produce certificate of service proving 5 years’ experience as a Specialist.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Sound knowledge and experience in Otorhinolaryngology.
- The ability to teach and supervise junior staff.
- Middle Management Skills.
- Research principals:
- Quality awareness.
- Good administrative, leadership, decision making and communication skills.
KEY PERFORMANCE AREAS

- Provide Specialist Otorhinolaryngology – Head and Neck surgery services to all departments at Addington Hospital as well as in the relevant Durban Metropolitan State Hospitals.
- Control and management of these services as delegated.
- Maintain clinical, professional and ethical standards related to these services
- Training and supervision of Registrars in Otorhinolaryngology.
- Provide expert opinion where required and consult with Specialists on Otorhinolaryngological procedures.
- Participate in the Quality Improvement Programmes of the Department.
- Maintain necessary discipline over staff under his/her control.
- Attend to administrative matters as pertains to the unit.
- Conduct, assist and stimulate research, particularly MMed research.
- Provide after hour ENT specialist care to the Durban functional region in accordance with the commuted overtime contract.
- The successful candidate will be expected to perform duties as needed in any of the Durban Functional region ENT Department, as delegated by the Head of Department.

ENQUIRIES: DR A ARON ☎ 031 327 2570