



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

Physical Address : 100 Phoenix Highway, Phoenix, 4068

DIRECTORATE: RECRUITMENT & SELECTION

MAHATMA GANDHI MEMORIAL HOSPITAL

Reference No. : MGMH 02/2024

Date : 08 March 2024

TO: HEADS OF ALL DEPARTMENTS IN THE KWAZULU- NATAL PROVINCIAL ADMINISTRATION

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 Z83), obtainable from any Public Service Department or from the website – www.kznhealth.gov.za.
- (b) Comprehensive Curriculum Vitae **(With detailed experience)**
- (c) Copies of Qualifications, Registration Certificate and driver's license **Must Not** be submitted when applying for employment.

2. The Reference Number must be indicated in the column provided on the form Z83, e.g. MGMH 02/2022.

3. Persons with disabilities should feel free to apply for the post

NB: Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will **NOT** be accepted.

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. Due to the large number of applications we envisage to receive, applicants will not be acknowledged, only shortlisted candidates will be contacted. If you have not been contacted within 01 month after the closing date, please accept that your application was unsuccessful.

5. **Due to financial constraints, NO S & T claims will be considered for the payment to the candidates that are invited for 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).

CLOSING DATE FOR APPLICATIONS IS 25 March 2024.

All applications should be forwarded to: **The Chief Executive Officer, Mahatma Gandhi Memorial Hospital, Private Bag X 13, Mount Edgecombe, 4300, for attention: Mr Sakhile Gwala.**

**CHIEF EXECUTIVE OFFICER
MAHATMA GANDHI MEMORIAL HOSPITAL**

GROWING KWAZULU NATAL TOGETHER

POST	:	Professional Nurse, Speciality Stream (Orthopaedic Nursing science)
NO OF POST	:	One (01)
REFERENCE	:	MGMH 02/2024
SALARY SCALE	:	Grade1: R431 265.00 - R497 193.00 per annum Grade 2: R528 696.00 - R654 720. 00 per annum
BENEFITS	:	13th Cheque, Medical Aid (Optional), GEHS (Conditions Apply)

REQUIREMENTS FOR THE POST

- Senior certificate / Grade 12.
- Basic R425 qualification i.e. Degree or Diploma in nursing qualification that allows registration with SANC as a Professional Nurse plus.
- A post basic nursing qualification (Orthopaedic / trauma nursing science) with a duration of at least 1 year accredited with the SANC in one of the specialities referred to above.
- Current registration with SANC as a General Nurse and Post basic –orthopaedic / trauma nursing care nursing science.

PROFESSIONAL NURSE GRADE 1

- A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing.
- A post basic nursing qualification (Orthopaedic /trauma nursing science) with a duration of at least 1 year accredited with the SANC in one of the specialities referred to above.

PROFESSIONAL NURSE GRADE 2

- A minimum of 14 years appropriate/recognizable experience in nursing after registration as a professional nurse with SANC in General nursing.
- At least 10 years of the period referred to above must be appropriate/recognizable experience in the specific speciality after obtaining 1 year post basic qualification in Orthopaedic /Trauma nursing science).

NB: CERTIFICATE OF SERVICE ENDORSED BY HUMAN RESOURCE DEPARTMENT

KNOWLEDGE, SKILLS AND COMPETENCIES

- Knowledge of nursing care and processes and procedures.
- Basic knowledge of Public service regulations.
- Disciplinary code human resources policies, hospital generic and specific policies
- Leadership and supervisory skills.
- Team building and cross cultural awareness.
- Good communication and interpersonal skills.

KEY RESPONSIBILITIES

- Provide holistic nursing care to patients in a speciality unit in a cost effective, efficient and equitable manner.
- Assist in planning / organising and monitoring of the objective of the specialised unit in consultation with subordinates.
- Provide direct and indirect supervision of all nursing staff /housekeeping staff and give guidance.
- Execute duties and functions with proficiency within prescript of applicable legislation.
- Provision of quality patient care through setting of standards, policies and procedures.
- Participate in quality improvement programmes and clinical audits.
- Uphold Batho Pele and patient's rights principles.

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- KINDLY RETURN **ALL DOCUMENTATION** WHEN REPLYING

- Provide safe, therapeutic environment as laid down by the Nursing Act.
- Maintain accurate and complete patients records according to legal requirements.
- Exercise control over discipline, grievance and labour relations issues.
- Manage and supervise effective utilization of all resources e.g. Human, Finance and material.
- Implementation and management of infection control and prevention protocols.
- Maintain clinical, professional and ethical standards.
- Assist Operational Manager with overall management and necessary support for effective functioning.

NB: NO PAYMENT OF S&T OR RESETTLEMENT EXPENDITURE

ENQUIRES : MR G.T.D. MTHETHWA

TELEPHONE : 031 502 1719