



Postal Address : P.O. Sibhayi, Sibhayi , 3967
Physical Address: Mseleeni Hospital

MSELENI HOSPITAL

Tel: 035 574 1004 Fax: 035 574 1559
Email address: Judith.khuzwayo2@kznhealth.gov.za
www.kznhealth.gov.za

REFERENCE: HRM 4/1/1
ENQUIRIES: MS JSS KHUZWAYO
DATE: 2022.05.18

**TO: ALL HEADS OF DEPARTMENT IN THE KZN PROVINCIAL ADMINISTRATION
VACANCIES IN THE DEPARTMENT OF HEALTH: MSELENI HOSPITAL**

CIRCULAR MINUTE NO: MS/03/2022

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) Curriculum Vitae, certified copies of identity document, highest educational qualifications and professional registration certificates - not copies of certified copies.

2. The Reference Number must be indicated in the column provided on the form Z.83.

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

NB: (a) Failure to comply with the above instructions 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, 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 applications.

6. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum of the advertised post are free to apply

(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: 2022.06.03

Original signed by CEO

**Mrs. T.R SIBISI
HOSPITAL CEO
MSELENI HOSPITAL**

ADVERTISEMENT

Post : Professional Nurse Specialty (Advanced Midwifery)
Reference no. : MS/03/2022
No. of posts : 02
Institution : Mseleni Hospital
Cost centers : Mbazwana clinic and Mduku clinic
Other benefits : 13th Cheque Medical Aid Optional, Home Owners/Housing Allowances
(Employee must meet prescribed requirements) and 12 %Rural allowance

MINIMUM REQUIREMENTS

Grade 1- SALARY NOTCH: R388 974 per annum

- Matric Certificate/Grade 12
- Diploma in General Nursing and Midwifery/ basic R425 qualifications
- One year post basic Diploma in Advanced Midwifery and Neonatal Nursing science
- A minimum of 4 years appropriate/ recognizable experience after registration as Professional Nurse with SANC in General Nursing
- Current (2022) Registration with South African Nursing Council (SANC) as a Professional Nurse and advanced midwifery
- Proof of current and previous work experience endorsed by Human Resource Office

GRADE 2- SALARY NOTCH: R 478 404 per annum

- Matric Certificate/Grade 12
- Diploma in General Nursing and Midwifery/ basic R425 qualifications
- One year post basic Diploma in Advanced Midwifery and Neonatal Nursing science
- A minimum of 14 years of appropriate/recognisable experience in nursing after registration as Professional Nurse with the South African Nursing Council (SANC) in General Nursing
- At least 10 years of the period referred to above must be appropriate /recognisable
- experience in the specific speciality after obtaining the 1-year post-basic qualification in the relevant speciality

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Knowledge and understanding of Nursing legislation, nursing care processes and procedures and other relevant legal frameworks such as Occupational Health and Safety Act, Health Act and Labour Relations Act.
- Knowledge of the Patient Right Charter, Batho Pele Principles, National Core Standards,
- Possess basic understanding of Human Resource and financial policies and practices
- Good communication skills, report writing skills, facilitation skills, co-ordination skills, liaison skills and problem solving skills.
- Planning & Organizing skills
- Good interpersonal and human relations
- Knowledge of Public service act, regulations and policies
- Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal frameworks
- Team building and diversity Management skills

KEY PERFORMANCE AREAS

- To provide holistic nursing care to patients in all clinic streams in a cost effective and efficient manner.
- Execute duties and functions with proficiency in support of the vision , mission, and strategic objectives of the institution and within the prescripts of all other legislation
- Ensures the utilization of Maternal and neonatal updated guidelines and protocols
- To take charge of the unit during the absence of the Operational Manager in charge and to manage the unit accordingly.
- To provide nursing care that leads to improved service delivery.
- Perform standard procedures and solve problems communicating with patients and relatives.
- Maintain clinical competence by ensuring that the scientific principles of nursing care are maintained, and observing the principles of Infection Prevention and Control practices.
- Participate in the implementation of priority programs and strategies to reduce
- Morbidity and mortality rates, communicable and non-communicable diseases.
- Implement quality improvement plans.
- Maintain accurate and complete patient's records.
- Protect and advocate rights of patients regarding health care.
- Maintain a professional and ethical practice as well as enabling environment for ethical practice.
- Communicate with the multi-disciplinary health care team and assist in decision-making pertaining to health care delivery.
- Utilize human, material and physical resources efficiently and effectively.
- Ability to work independently in all sections of the unit.
- Ensure staff ongoing education and training in ESMOE, MBFI, EMTCT, YFS, etc.
- Maintain client satisfaction through quality service innovation and professionalism.
- Conduct clinical audits and compile summary reports
- Attend sub-district perinatal meetings

ENQUIRIES Mr. M.X Ndlovu / Mr. SJ Mbatha

TEL: 035 574 1004

CLOSING DATE: 2022.06.03

Applications should be forwarded to: The Assistant Director: HRM
Mseleni Hospital
P.O Sibhayi
3967

Original signed by CEO

**MRS. TR SIBISI
HOSPITAL CEO
MSELENI HOSPITAL**