



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

Physical Address: Main Harding / Kokstad Road Port Shepstone , 4240
Postal Address: P/Bag X701, Port Shepstone, 4240
Tel:039 6877311 Fax: 039 6877497 Email: renay.gobey@kznhealth.gov.za
www.kznhealth.gov.za

HUMAN RESOURCES

Date: 2023.12.12

VACANCIES IN THE DEPARTMENT OF HEALTH (MURCHISON HOSPITAL)

CIRCULAR MINUTE NO: MURCH/VAC/02-2024

DIRECTIONS TO CANDIDATES

1. The following documents must be submitted:
 - (a) Application for Employment Form (Z83), which is obtainable at any Government Department or from the Website - www.kznhealth.gov.za.
 - (b) The Z83 form must be completed in full in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form
 - (c) Applicants for employment are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 form and detailed curriculum Vitae(CV)
 - (d) The certified copies of qualifications and other relevant documents will be requested only from the shortlisted candidates which may be submitted to HR on or before the day of the interview
 - (e) Faxed applications will not be accepted

2. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH 02/2024

NB: Failure to comply with the above instructions will disqualify applicants.

3. The appointments are subject to a positive outcome obtained from the State Security Agency (SSA) to the following checks (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 in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non-RSA / Permanent Residents / Work permit holders must submit documentary proof together with their applications.

5. Please note that due to large number of applications received, applications will not be acknowledged. However, every applicant will be advised of the outcome of his or her applications in due course.

(This Department is an equal opportunity, affirmative active employer, whose aim is to promote representivity in all occupational categories in the Institution)

6. If you have not heard from us within two months from the closing date, Please accept that your application has been unsuccessful

7. People with disabilities should feel free to apply

8. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply

**ALL APPLICATIONS SHOULD BE FORWARDED TO:
THE HOSPITAL MANAGER
MURCHISON HOSPITAL
PRIVATE BAG X701
PORTSHEPSTONE, 4240 [Attention: HUMAN RESOURCE MANAGER]**

**OR HAND DELIVER OR COURRIER
APPLICATIONS TO
HUMAN RESOURCES**

Dr S Lachman

Acting-CHIEF EXECUTIVE OFFICER



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MURCHISON HOSPITAL

VACANCY-

Post : Professional Nurse (1Post): Speciality Stream
Centre : Murchison Hospital
Component : Peads
Reference No. : MURCH 02/2024
Other Benefits : 13th Cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)

PROFESSIONAL NURSE GRADE 1

Salary – R431 265.00 per annum

MINIMUM REQUIREMENTS

- ☐ Senior Certificate
- ☐ Diploma / Degree in General Nursing
- ☐ PLUS 1 year post basic qualification in Child Nursing Science
- ☐ A minimum of 4 years appropriate recognisable experience in nursing after registration with SANC
- ☐ Current registration with SANC as a General Nurse and Operating Theatre
- ☐ **previous work experience / Certificate of service endorsed by your Human Resource Department (Only for shortlisted candidate)**

PROFESSIONAL NURSE GRADE 2

Salary – R528 696.00 per annum

MINIMUM REQUIREMENTS

- ☐ Senior Certificate
- ☐ Diploma / Degree in General Nursing
- ☐ PLUS 1 year post basic qualification in Child Nursing Science
- ☐ A minimum of 14 years appropriate recognisable experience in nursing after registration with SANC in general nursing and midwifery. At least 10 years of the period mentioned above must be recognisable experience in the specific speciality, after obtaining the one years post basic qualification in the relevant speciality
- ☐ Current registration with SANC as a General Nurse Midwife and Operating Theatre Nurse
- ☐ **previous work experience / Certificate of service endorsed by your Human Resource Department (Only for shortlisted candidate)**

KNOWLEDGE, SKILLS AND COMPETENCIES

- ☐ Knowledge of nursing care and processes and procedures
- ☐ Knowledge of Public service regulations
- ☐ Disciplinary code, human resource policies, hospital generic and specific policies
- ☐ Leadership, supervisory and good communication skills
- ☐ Team building and cross cultural awareness
- ☐ Knowledge of SANC rules and regulations
- ☐ Knowledge of Batho Pele Principles and patients' rights charter

KEY RESPONSIBILITIES

- ❑ Provision of Quality Nursing Care through the implementation of National Core Standards policies and procedures coupled with supervision and monitoring the implementation thereof.
- ❑ To develop and ensure implementation of Nursing Care Plans.
- ❑ To attend monthly Morbidity and Mortality meetings and implement action plans.
- ❑ Implement all MCWH Programmes which will contribute to a reduction in mortality and Morbidity rates.
- ❑ To participate in Quality Improvement Programmes and Clinical Audits.
- ❑ Uphold the Batho Pele principles and patient's Right Chapter.
- ❑ Provide a safe and therapeutic environment as laid down by the Nursing Act, Occupational health and safety Act and all other applicable transcripts.
- ❑ Maintain Accurate and complete patient's records according to legal requirements.
- ❑ Relieve the operational manager for short and Long -term absences, e.g. When off duty attending meetings or on leave
- ❑ Participate in staff, student and patients and caregiver teaching
- ❑ Exercise control over discipline, Grievance and Labour Relation issues according to the laid down policies and procedures
- ❑ Manage and supervise effective utilization of resources e.g. Human, Financial, and material etc.
- ❑ Implementation of infection prevention and Control Protocols.
- ❑ Assist with performance review i.e. EPMDS as well as student progress reports
- ❑ Maintain Clinical competence by ensuring that scientific principles of Nursing are implemented
- ❑ Implement child health care programmes
- ❑ Implement standards, Practices and indication of Child Health Care
- ❑ Participate in Child PIP Meetings
- ❑ Knowledge and Management of Patients Safety Incidents

CLOSING DATE: 2024.02.02

ENQUIRIES: Mrs. CN MLAMBO 039-6877311 EXT 140