



**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: Kirby.mngadi@kznhealth.gov.za  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

**HUMAN RESOURCES**

**Date: 202.12.12**

**VACANCIES IN THE DEPARTMENT OF HEALTH (MURCHISON HOSPITAL)**

**CIRCULAR MINUTE NO: MURCH/VAC/06-2024**

**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](http://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) Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit Z83 form and more 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 and Emailed applications will **NOT** be accepted
2. The reference number must be indicated in the column provided on the form Z83 e.g. MURCH 06/2024

**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. Employment Equity target for the post is African Male and people with disabilities are encouraged to apply
8. Please note that due to the budget constraints no S&T and Resettlement allowance will be paid to any successful Candidate on appointment.

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

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

**Dr S Lachman**

**CHIEF EXECUTIVE OFFICER**



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MURCHISON HOSPITAL

### **VACANCY-RE ADVERTISEMENT**

**Post : Professional Nurse (2 Posts): Speciality Stream**  
**Centre : Murchison Hospital**  
**Component : Maternity Services**  
**Reference No. : MURCH 06/2024**  
**Other Benefits : 13<sup>th</sup> Cheque, 12% rural allowance, Home owners allowance (employee must meet prescribed requirements), Medical Aid (Optional)**

#### **PROFESSIONAL NURSE SPECIALITY GRADE 1**

Salary –R 431 265.00 per annum

#### **MINIMUM REQUIREMENTS**

- ☐ Senior Certificate
- ☐ Diploma Degree in General Nursing and Midwifery
- ☐ PLUS 1 year post basic qualification in advanced Midwifery and Neonatal Nursing science
- ☐ A minimum of 4 years appropriate recognisable experience in nursing after registration with SANC in general nursing and midwife
- ☐ Current registration with SANC as a General Nurse and Midwife
- ☐ Certificate of Service and Verification of experience from Human Resources on an official letterhead must be attached to the application

#### **PROFESSIONAL NURSE SPECIALITY GRADE 2**

Salary – R528 696.00 per annum

#### **MINIMUM REQUIREMENTS**

- ☐ Senior Certificate
- ☐ Diploma Degree in General Nursing and Midwifery
- ☐ PLUS 1 year post basic qualification in advanced Midwifery and Neonatal Nursing science
- ☐ A minimum of 14 years appropriate recognisable experience in nursing after registration with SANC in general nursing and midwife. At least 10 years of the period mentioned above must be recognisable experience in maternity services, after obtaining the one year post basic qualification in the relevant speciality
- ☐ Current registration with SANC as a General Nurse and Midwife
- ☐ Certificate of Service and Verification of experience from Human Resources on an official letterhead must be attached to the application

#### **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 optimal, holistic specialized nursing care with set standards and within a professional / legal framework
- ❑ Effective utilization of resources: Human, material and financial resources
- ❑ Assist in orientation, induction and mentoring of all nursing staff and orientation of other staff
- ❑ Assist in the planning coordination of training and promote learning opportunities for all nursing categories i.e. on the job training.
- ❑ Complete patient related data and partake in research.
- ❑ Assist with relief duties of the supervisor and act as junior shift-leader on both day and night shift
- ❑ Partake in overall specialized unit function, i.e. team building
- ❑ Maintain professional growth / ethical standards and self-development
  
- ❑ Must be able to handle obstetric and emergencies and high risk conditions
- ❑ To execute duties and functions with proficiency within prescript of applicable legislation
- ❑ Provision of quality patient care through setting of standards, policies and procedures
- ❑ To participate in quality improvement programmes and clinical audits
- ❑ Uphold Batho Pele and patients' rights principles
- ❑ Provide a safe, therapeutic environment as laid down by the Nursing act
- ❑ Maintain accurate and complete patient 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, Financial, material etc.
- ❑ Implementation and management of infection control and prevention protocols
- ❑ Assist with performance reviews i.e. EPMDS as well as student progress reports
- ❑ Show understanding of Perinatal Problem Identification
- ❑ Analyze reports and utilize the information to improve the health status of women
- ❑ Ensure the implementation of saving mothers, saving babies recommendation
- ❑ Ensure the implementation of Antenatal and post-natal policy including PMTCT

**CLOSING DATE: 2024.02.02**

**ENQUIRIES: Mrs. CN Mlambo 039-6877311 EXT 140**