



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

HUMAN RESOURCES

Date: 2024.01.15

VACANCIES IN THE DEPARTMENT OF HEALTH (MURCHISON HOSPITAL)

CIRCULAR MINUTE NO: MURCH/VAC/35-2023

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) Applicant for employment are not required to submit copies of qualifications and other relevant documents on application but must submit 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 35/2023

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 COURRIER
APPLICATIONS TO
HUMAN RESOURCES

Mr. RE Manyokole

Original signed by
CHIEF EXECUTIVE OFFICER



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MURCHISON HOSPITAL

VACANCY

Post : Clinical Manager: Paediatrics (OSD) 1(Post)
Centre : Murchison Hospital
Reference No. : MURCH 35/2023
Salary : R1 288 095.00 per annum (All Inclusive package)
Other Benefits : 22% Rural Allowance of Basic Salary and Commuted Overtime

MINIMUM REQUIREMENTS

- Grade 12 / Standard 10 (Senior Certificate) pass
- MBChB or equivalent degree
- A minimum of 6 years appropriate experience as a Medical Officer after registration with HPCSA as a Medical Practitioner, post Community Service or foreign workforce management programme (FWMP) (NB. approval from NDOH to register with HPCSA, plus Police Clearance and SAQA verification for foreign candidates).
- A minimum of 5 years work experience in a Paediatric Department.
- Current HPCSA registration.
- Valid Drivers' license.

KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED

- Good knowledge of applicable legislation, regulations, national and provincial policies, including the Code of Conduct, PFMA and HPCSA regulations
- Good knowledge of National and Provincial Paediatric and Neonatal guidelines and policies, including the Child Care Act
- Good knowledge of National, Provincial and District norms and standards for relevant clinical results
- Good interpersonal and communication skills.
- Good verbal and written communication.
- Computer Literacy
- Strong leadership, organizational, operational and contingency planning skills
- Independent decision-making and problem solving skills
- Conflict management
- Medical/clinical skills
- Analytical and creative thinking
- Reporting and Administrative skills
- Certification in appropriate Pediatric emergency training (PALS, KINC etc.) will be an added advantage

KEY PERFORMANCE AREAS

- Ensure effective comprehensive clinical service with respect to patient care at inpatients, outpatients and outreach levels.
- Briefing, informing, educating and counselling of patients/caregivers and appropriate relatives regarding diagnosis and management of patient.
- Member of multi-disciplinary team to manage emotional, social and physical aspects of the patient's disease (Holistic Care & Management).
- Prescribe and administer medicine and treatment including minor surgical procedures, as per STG

- Ensure continuous service delivery
- Manage an appropriate referral service to patients as per district policies
- Ensure an effective administered clinical department.
- Effective education, training and research.
- Ensure the development and implementation of quality assurance programs in line with Provincial and National standards.
- Manage the implementation of quality assurance programs and NHQIP's, in accordance with NCS and IHRM standards.
- Manage the formulation, implementation and monitoring of the execution of policies and protocols at institutional level.
- Development and implement operational plans and policies in line with the organisation's goals.
- Management and participation in commuted overtime
- Participate in all clinical governance activities, including complaints management and reduction.
- Ensure good clinical record keeping and feedback on discharge.
- Ensure safe medical practices in the institution to reduce the risk of medical legal cases as well as medical legal risk for patients.
- Manage the practical training to junior medical officers/medical students and other personnel
- Assess ongoing staff and medical equipment needs
- Maintain good interpersonal relationships with all the members of institution
- Keep up to date with new developments in the medical management

Due to financial constraints, S&T claims will not be considered.

Closing date: 26 January 2023

ENQUIRIES : Dr. S. Lachman Telephone: 039-6877314 ext. 106