NB: RETIRED NURSES AND EMPLOYEES WHO HAVE RESIGNED MAY APPLY. THESE POSTS ARE SIX (6) MONTHS FIXED TERM CONTRACT.

TO: DISTRICT MANAGERS
HOSPITAL MANAGERS, COMMUNITY HEALTH CENTRE MANAGERS
HEADS OF INSTITUTIONS
HEAD OFFICE MANAGERS

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE No.N01/2020

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 applicants.
(b) The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience verifications).

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 Citizens/Permanent Resident/ Work Permit holders must submit a documentary proof together with their applications.
CLOSING DATE FOR APPLICATIONS IS 10 APRIL 2020

HEAD: DEPARTMENT OF HEALTH
KWAZULU-NATAL
Department of Health: KwaZulu-Natal

(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.)

**NOTE** : Applications must be submitted on the prescribe Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form.

**NB**: Failure to comply with the above instructions will disqualify applicants. Persons with disabilities should feel free to apply for the post. The appointment is subject to a positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications). 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. 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 Resident/Work Permit holders must submit a documentary proof together with their applications.

**POST** : **PROFESSIONAL NURSE: SPECIALITY CRITICAL CARE (ICU): SIX (6) MONTHS FIXED TERM CONTRACT**

**COMPONENT** : Isolation Ward (Covid - 19)

<table>
<thead>
<tr>
<th>INSTITUTION</th>
<th>NO. OF POSTS</th>
<th>REFERENCE NO.</th>
<th>CONTACT PERSON</th>
<th>TELEPHONE NUMBER</th>
<th>ADDRESS WHERE APPLICATIONS SHOULD BE FORWARDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addington Hospital</td>
<td>8</td>
<td>N01/2020</td>
<td>Ms N Mafunda</td>
<td>031 2000</td>
<td>PO Box 977, Durban 4000</td>
</tr>
<tr>
<td>Greys Hospital</td>
<td>8</td>
<td>N02/2020</td>
<td>Mrs M Chandulal</td>
<td>033 3000</td>
<td>Private Bag X9001, Pietermaritzburg 3200</td>
</tr>
<tr>
<td>Manguzi Hospital</td>
<td>8</td>
<td>N03/2020</td>
<td>Mr N T Ngubane</td>
<td>035 0150 / 0151</td>
<td>Private Bag X301, Kwa-Ngwanas 3793</td>
</tr>
<tr>
<td>Ngwelezana Hospital</td>
<td>8</td>
<td>N04/2020</td>
<td>Mr P Zungu</td>
<td>035 7000</td>
<td>P/Bag X20021, Empangeni 3880</td>
</tr>
</tbody>
</table>

Grade 1: R383 226.00 per annum, PLUS 13th cheque, medical-aid (optional), Housing Allowance (employees must meet the prescribed requirement)

**Experience** : A minimum of 4 years appropriate/recognizable experience as a General Nurse.
Grade 2: R471 333.00 per annum, PLUS 13th cheque, Housing Allowance (employees must meet the prescribed requirement), medical Aid Optional

**Experience:** A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in the speciality after obtaining the one year post basic qualification in the relevant speciality.

**MINIMUM REQUIREMENTS:**
- Degree/Diploma in General Nursing plus
- One (1) year post basic qualification in critical Care (for speciality in Critical Care) Plus
- Minimum of 4 years appropriate/recognizable experience as General Nurse
- Current registration with SANC as General Nurse and relevant specialty

**RECOMMENDATION:**
- Relevant experience in Intensive Care Unit will be an added advantage

**KNOWLEDGE, SKILLS, TRAINING, COMPETENCIES REQUIRED:**
- Knowledge of Public Service Policies, Acts and Regulations.
- Knowledge of code of conduct, Labour Relations, Conflict Management and negotiation skills
- Ability to function within a team.
- Skills in organizing, planning and supervising.
- Knowledge of Batho Pele principles and patients rights charter

**KEY PERFORMANCE AREAS:-**
- Provision of quality nursing care through the implementation of standards.
- To develop and ensure implementation of nursing care plans.
- To participate in quality improvement programmes and clinical audit.
- To uphold the Batho Pele and patients rights charter principles.
- Maintain accurate and complete patient records according to legal requirements.
- Participate in staff, student and patient teaching.
- Exercise control over discipline, grievance and Labour Relations issues according to laid down policies and procedures.
- Manage and supervise effective utilization of all resources e.g human, financial, material.

**CLOSING DATE: 10 APRIL 2020**