VACANCIES IN THE DEPARTMENT OF HEALTH

TO HEADS OF ALL INSTITUTIONS
The contents of this circular minute must be brought to the notice of all eligible officers and employees on your establishment without delay including those in regional/district offices. Institutions must notify all candidates who qualify for the post in this 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 Z83), which is obtainable from any Government Department OR from the website – www. Kznhealth.gov.za
   (b) Certified copies of matric certificate, highest educational qualifications and professional registration certificates – not copies of certified copies,
   (C) Curriculum Vitae and Certified ID copy
   (E) Certified copy of Drivers Licence (Code EB)
2. The Reference number must be indicated in the column provided on the form Z83 eg. Reference number NDH 01/2019

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

3. This department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational classes of the department.
4. Please note that due to large number of applications received, communication will only be entered into with candidates that have been short-listed. If you have not heard from us two months after the closing date, please consider your application as being unsuccessful. People with disabilities are encouraged to apply and the target group in terms of employment equity target for an advertised post is an African male.
5. The appointment is subject to positive outcome obtained from the following checks (security clearance, credit records, qualifications, citizenship and previous employment verifications)
6. Non- South African citizen applicants must provide valid work permits.

(Due to financial constraints, No S&T claims will be compensated to shortlisted candidates).

APPLICATIONS MUST BE FORWARDED TO:
Human Resources Department
Northdale Hospital
Private Bag X 9006
Pietermaritzburg
3200
CLOSING DATE : 15/11/2019

Original signed by CEO
___________________________
DR. MAG MOLLA
ACTING CHIEF EXECUTIVE OFFICER

uMnyango Wezempilo . Departement van Gesondheid

Fighting Disease, Fighting Poverty, Giving Hope
ADVERTISEMENT OF POST

POST TITLE: PROFESSIONAL NURSE SPECIALITY (OPHTHALMOLOGY)

CENTRE: NORTHDALE HOSPITAL: PIETERMARITZBURG

NUMBER OF POST: 01

REFERENCE NO: NDH 32/2019

CENTRE: NORTHDALE HOSPITAL

SALARY NOTCH:
- GRADE 1- R 383 226.00 PA
- GRADE 2- R 471 333.00 PA

OTHER BENEFITS:
- 13th Cheque
- Medical Aid (Optional)
- Housing allowance (employee must meet prescribed requirements)

MINIMUM REQUIREMENTS:
- Senior certificate / grade twelve certificate or equivalent qualification
- Diploma or Degree in General Nursing and Midwifery
- A Post Basic Nursing qualification with duration of at least one year accredited with SANC in Ophthalmic Nursing Science
- Current registration with SANC as a general nurse, midwifery and Ophthalmic Nursing Science.
- A minimum of 9 years of appropriate and recognizable experience in nursing after registration as a professional with SANC with general nursing.
- At least 5 years of the above period must be appropriate recognizable experience in Ophthalmic Nursing Science after obtaining registration.

NB: Certificate of service from previous employers is compulsory, please include verification of employment from current employer, which must be endorsed and signed by Human Resource Management.

KNOWLEDGE, SKILLS, ATTRIBUTES AND ABILITIES:

- Knowledge of Public Service Policies, Acts and regulations
- Knowledge of SANC rules and regulations
- Knowledge of the District Health Care system and referral pathways.
- Good communication, leadership, interpersonal and decision making and problem solving skills
- Knowledge of Code of Conduct Labour Relations, Conflict management and negotiation skills
- Ability to function well within a team
- Skills in organizing, planning and supervising
- Knowledge of Batho Pele principles and patients’ rights charter
- Knowledge of the challenges facing the public health sector
- Knowledge of Labour relations and handling grievances and disciplinary procedures.

KEY PERFORMANCE AREAS:

- Demonstrate effective communication with patients, supervisors, other Health Professionals and junior colleagues, including more complex report writing when

• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING
Work as part of a multi-disciplinary team at unit level to ensure optimal nursing care by the nursing team.

- Work effectively and amicably, with staff of diverse Intellectual, cultural, racial or religious differences at a supervisory level.
- Monitor and evaluate the performance of staff according to set standards and norms to ensure effective management of the unit.
- Participate in outreach programmes conducting health education, promotion and early identification of ocular diseases in the community/hospital.
- Promote health education on prevention of eye disease and blindness, rehabilitation, pre-operative, intra-operative and post-operative care.
- Provide relevant information to all health care users to assist in the achievement of optimal emergency care in respect of eye traumas.
- Manage and monitor effective utilization of human, financial and other resources entrusted to you.
- Monitor staff absenteeism and management of grievances and disciplinary matters.
- Monitor patient waiting times and the flow of patients in the unit.
- Provision of administrative services by identifying, planning and organizing availability of supplies and essential equipment for ophthalmic Cataract extractions and ocular conditions.
- Advocate for the care of patients with ocular conditions.
- To identify high risk situations, implement Quality improvement programmes and to prevent patient safety incidents
- To be involved and assist other staff members in clinical management of clients, National Core Standards and Infection control principles.
- Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit.
- Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele.
- Demonstrate basic computer literacy as a support tool to enhance service delivery.
- Implementation of EPMDS.

ENQUIRIES: MRS J. WEBSTER  TEL: 033-387 9010

CLOSING DATE: 15 NOVEMBER 2019