



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

NEWCASTLE REGION HOSPITAL: (HRM)

Newcastle Regional Hospital Private bag x 6653, Newcastle, 2940
No4 Hospital Street, Newcastle, 2940
Tel: 034 328 0000 Fax: 034 328 0102 Email: Thembalami.Zwane@kznhealth.gov.za
www.kznhealth.gov.za

Date: 13 FEBRUARY 2024

TO HEADS OF ALL INSTITUTIONS

VACANCIES IN THE DEPARTMENT OF HEALTH:

The contents of the Circular Minute must be brought to the notice of all eligible officers and employees on your establishment without delay. Also notify all candidates who qualify for the posts in this circular minute even if they are absent from their place of work.

DIRECTIONS TO CANDIDATES

1. Only the following documents must be submitted:
 - (a) A detailed CV and a New (Z83) form, fully completed, initialed and signed, obtainable from any Public Service Departments, failing which your application will not be considered.
 - (b) Certified copies of ID, highest educational qualifications and other relevant documents will be requested for submission only from shortlisted candidates.
 - (c) Applications can now also be done online via S'THESHA WAYA-WAYA website www.eservices.gov.za
2. The reference number must be indicated in the column provided on the Z83 form and at the back of the envelope, e.g. NE 01/2022

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

3. Applications 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. Correspondence will be limited to shortlisted candidates only.
4. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered.
5. The appointment is subject to the positive outcomes obtained from the following checks: Security Clearance, Qualifications (SAQA), Citizenship and Previous Experience Verification.
6. All employees in the Public Service that are presently on the same salary level but on a notch/package above the minimum that of the advertised post are free to apply.
7. (This institution is an equal opportunity, affirmative action employer, whose aim is to promote representatively in all levels of the Department.) **People with disability should feel free to apply.**
8. **Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for interview.**

CLOSING DATE FOR ALL APPLICATIONS: 15TH MARCH 2024

Applications should be posted to: The Recruitment Officer **OR** Hand deliver to: Recruitment & Selection Office
Newcastle Regional Hospital
Private Bag x 6653
Newcastle
2940
No4 Hospital Street
Newcastle Regional Hospital
Newcastle
2940


ACTING: CHIEF EXECUTIVE OFFICER
DR. JJN DUZE

POST	: PROFESSIONAL NURSE SPECIALITY (GRADE 1-2) (ADM)
EQUITY TARGET	: AFRICAN MALE
NO. OF POSTS	: 07
CENTRE	: NEWCASTLE REGIONAL HOSPITAL
REFERENCE	: NE 03/2024

REMUNERATION:

Professional Nurse Spec. Grade 1	:R431 265.00 – R497 193.00 per annum
Professional Nurse Spec. Grade 2	:R528 696.00 – R645 720.00 per annum

MINIMUM REQUIREMENTS POST:

- Matric/ Senior Certificate PLUS
- Diploma/ degree in General Nursing
- Registration with the South African Council as a General Nurse and Midwifery
- **Proof of current SANC receipt (2024)**
- One (01) year Post Basic qualification in Post Basic Midwifery / Critical Care Nursing Science
- **EXPERIENCE: A minimum of 4 years' appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing**
- **Certificate of Service (Proof of Work Experience) from previous and current employer endorsed and stamped by HR must be attached.**

EXPERIENCE:

Professional Nurse Grade 1:	R431 265.00 – R497 193.00 pa: <u>EXPERIENCE:</u> A minimum of 4 years appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing and <u>Post Basic qualification in Post Basic Midwifery / Critical Care Nursing Science</u>
Professional Nurse Grade 2:	R528 696.00 – R645 720.00 pa: <u>EXPERIENCE:</u> A minimum of 14 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing of which at least 10 years of the period must be experience in the specific speciality after obtaining the one year <u>Post Basic Qualification in Post Basic Midwifery / Critical Care Nursing Science</u>

KNOWLEDGE, SKILLS AND COMPETENCIES:

- Knowledge of nursing care process and procedures, nursing statutes and other relevant legal frameworks.
- Good verbal and written communication and report writing skills.
- Co-ordination and liaison skills
- Decision making and problem solving skills.
- Conflict management and negotiation skills
- Ability to prioritize issues and other work related matters and to comply with timeframes.
- Ability to understand challenges facing the public sector.
- Empathy and counseling skills and knowledge.
- Financial management skills and budgeting knowledge.
- Team building and supervisory skills.

KEY PERFORMANCE AREAS (KRAs):

- Provide comprehensive, quality nursing care to patients in a speciality unit in a cost-effective, equitable and efficient manner within the professional/legal framework and standards.
- Display concern for patients, promoting and advocating timeous, proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations. (Batho Pele)
- Provide a safe, therapeutic and hygienic environment for colleagues, patients and public.
- Demonstrate effective communication with the patients, patient relatives, supervisors and other clinicians and assist in decision-making about health care delivery.
- Ensure clear and accurate record keeping of nursing documents.
- Provision of nursing care that leads to improved service delivery.
- Participate in the sub-district perinatal meetings ensuring compliance in MNCHW programs including VTP and other training programs.

- To complete patient-related data and partake in research.
- Promote quality specialized nursing care as directed by the scope of practice and standards determined by the relevant speciality.
- Work as a team leader in the absence of the unit manager.
- Ensure utilisation of Maternal and Neonatal updated guidelines and protocols.
- To partake in overall specialized unit functions i.e. team building.
- Effective and efficient management and utilization of all resources.
- To honour rotation to provide and achieve optimum care to patients.
- To nurse all types of patients regardless of diagnosis and according to disease profile within the directorate.
- Execute duties and functions with proficiency in support of the vision, mission and strategic objectives of the institution.
- Maintain professional growth / ethical standards and self-development.
- Provide emergency care for all obstetrics emergencies
- Improve maternal and child health care by initiating all the MCWH programs e.g. PPIP, MBFI, KMC, VTP, ESMOE, EOST, CARMMA, PICT and OHSC, IHRMF etc.
- Take charge of the unit during the absence of the Operational Manager in charge and manage the unit accordingly.
- To protect and advocate the rights of patients regarding health care.
- Conduct clinical audits and compile summary reports.
- Ensure accurate reliable statistics and reports are submitted timeously, including care of medical records.
- Maintain client satisfaction through quality service innovation and professionalism.
- Participate in the implementation of priority programs and strategies to reduce morbidity, mortality, and communicable and non-communicable diseases.
- Report and keep clear and accurate records on all PSIs that occur in the unit.
- Prevent the occurrence of complaints and ensure such complaints are resolved at the immediate level of management.
- Maintain clinical competency by ensuring that the scientific principles of nursing care are maintained, and observing the principles of Infection Prevention and Control practices.
- Participate in the development of Quality Improvement Plans and ensure implementation of such.
- Maintain a professional and ethical nursing practice as well as an enabling environment for ethical practice.

ENQUIRIES: MRS. N.R. TSHABALALA – DEPUTY MANAGER NURSING

TEL: 034 328 0000

CLOSING DATE: 15th MARCH 2024