



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

**DIRECTORATE:**

491 Mbatha Lane, Nkandla, 3855  
P/ Bag x102, NKANDLA 3855  
Tel: 035- 833 5090 Fax: 035-833 0054 Email: xolani.buthelezi@kznhealth.gov.za

**NKANDLA HOSPITAL  
HUMAN RESOURCE**

Reference: NKAH 1/1/2024  
Enquiries: Mrs. BW Motloun  
Telephone: (035) 833 5000


**TO: ALL HEADS OF INSTITUTIONS  
RE: VACANCIES IN THE DERPARTMENT OF HEALTH-NKANDLA HOSPITAL**

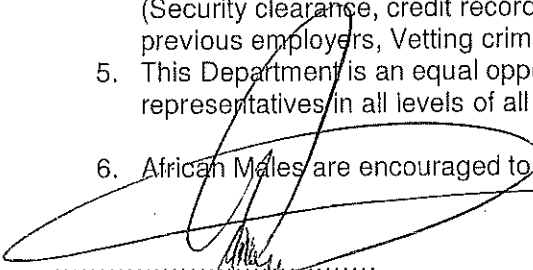
The content of this circular must be brought to the attention of all eligible officers and employees on your establishment without delay. Institutions must ensure that all employees who meet the requirements of the post must made aware of this circular minutes even if they are absent from their place of work.

**DIRECTIONS TO CANDIDATES:**

1. The following documents must be submitted:
  - a) Application for employment Form (Z83). Obtainable from any government Department or from the webside-[www.kznhealth.gov.za](http://www.kznhealth.gov.za)
  - b) Detailed Curriculum Vitae
  - c) Please note that it is no longer a requirement to submit any qualification or supporting documents, only shortlisted candidate will be required to produce certified copies of documents on or before the day of interview.
  - d) Contactable and verifiable references must be included in the C.V
  - e) The reference number of the post must be indicated in the column provided on the Z83 application form e.g. NKAH G01/2022
  - f) Faxed / emailed applications will not be considered

**N.B: FAILURE TO COMPLY WITH THE ABOVE INSTRUCTIONS WILL DISQUALIFY APPLICANTS**

2. Please not that due to a large number of applications received, applications will not be acknowledge. However, should you not receive any response after four weeks from the closing date of this advert, consider your application as unsuccessful.
3. People with disability should feel free to apply 
4. The appointment is subject to positive outcome obtained from the SSA to the following checks (Security clearance, credit records, qualification, citizenship and previous experience from previous employers, Vetting criminal clearance- Verification of Qualifications by SAQA)
5. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representatives in all levels of all occupational classes of the department.
6. African Males are encouraged to apply.

  
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**Chief Executive Officer  
Nkandla Hospital**

uMnyango Wezempilo . Departement van Gesondheid

*Fighting Disease, Fighting Poverty, Giving Hope*

**POST** : CLINICAL NURSE PRACTITIONER  
**NUMBER OF POSTS** : 01  
**COMPONENT** : Esibhudeneni Clinic  
**REFERENCE NO.** : NKAH 06/2023  
**CENTRE** : Nkandla Hospital  
**SALARY** : Grade 01 R431 265.00 pa  
 Grade 02 R528 696.00 pa  
 Plus 13<sup>th</sup> Cheque, Rural Allowance 8%, Medical Aid –  
 Optional, Government Employee Housing Scheme –  
 Employee must meet the prescribed requirements

**MINIMUM REQUIREMENT:**

- Senior certificate (Grade 12)
- Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery.
- A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care.
- Current SANC receipt (2022)
- Proof of previous and current experience endorsed and stamped by Human Resource Department.
- Applicants must submit confirmation letter of relevant experience from their supervisor in an official letterhead of the employer when they apply.
- **Grade 01:** A minimum of four (04) years appropriate / recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing
- **Grade 02:** A minimum of fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. .

**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED**

- Excellent communication skills, human relations and ability to teach and train staff within a team.
- Ability to work and maintain meaningful relationship within a diverse community.
- Knowledge of health and public service legislation, regulations and policies
- Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care
- Basic computer literacy to enhance service delivery.
- Effective communication with patients, supervisors and other health professionals
- Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery.
- Knowledge of labour relations and disciplinary procedures
- Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills.

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• KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING

### **KEY PERFORMANCE AREAS**

- Demonstrate effective communication with patients, supervisors and other clinicians, including report writing.
- Assist the Operational Manager with overall management and necessary support for effective functioning in the clinic.
- Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic.
- Promote preventive and promotive health for clients and the community in the clinic.
- Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic.
- Must be able to handle obstetric and emergencies and high risk conditions.
- Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic.
- To provide nursing care that leads to improve service delivery by upholding Bath Pele principles.
- Maintain clinical competencies by ensuring that scientific principles of nursing are implemented in the clinic.
- Supervision of patients and provision of basic patient needs e.g oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic using EDL guidelines.
- Ensure clinical intervention to clients including administering of prescribed medication and ongoing observation of patients in the clinic.
- Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care.
- Ensure proper utilization and safe keeping of basic medical, surgical pharmaceutical and stock.

**ENQUIRIES: Mr. TVP Ngcobo – 035 833 5000 (5047)**

All applications should be forwarded to:

**The Human Resource Manager: Mr. S.P Dlamini  
Nkandla District Hospital  
Private Bag X 102  
Nkandla,  
3855**

**CLOSING DATE FOR THE APPLICATIONS IS: 2024/03/15**

**DUE TO BUDGETARY CONSTRAINTS S&T WILL NOT BE PAID TO THE CANDIDATES WHO WILL BE ATTENDING INTERVIEWS.**

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**POST** : CLINICAL NURSE PRACTITIONER  
**NUMBER OF POSTS** : 02  
**COMPONENT** : Mpandleni Clinic  
**REFERENCE NO.** : NKAH 07/2023  
**CENTRE** : Nkandla Hospital  
**SALARY** : Grade 01 R431 265.00 pa  
 Grade 02 R528 696.00 pa  
 Plus 13<sup>th</sup> Cheque, Rural Allowance 8%, Medical Aid –  
 Optional, Government Employee Housing Scheme –  
 Employee must meet the prescribed requirements

**MINIMUM REQUIREMENT:**

- Senior certificate (Grade 12)
- Degree / National Diploma in nursing that allow registration with South African Nursing Council (SANC) as a Professional Nurse and Midwifery.
- A post-basic nurse qualification, with a duration of at least one (1) year accredited with SANC in Clinical Nursing Science, assessment, Diagnosis, Treatment and Care.
- Current SANC receipt (2022)
- Proof of previous and current experience endorsed and stamped by Human Resource Department.
- Applicants must submit confirmation letter of relevant experience from their supervisor in an official letterhead of the employer when they apply.
- **Grade 01:** A minimum of four (04) years appropriate / recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing
- **Grade 02:** A minimum of fourteen (14) years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least ten (10) year of the period referred to above must be appropriate/ recognizable after obtaining one (01) year post basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care. .

**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED**

- Excellent communication skills, human relations and ability to teach and train staff within a team.
- Ability to work and maintain meaningful relationship within a diverse community.
- Knowledge of health and public service legislation, regulations and policies
- Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care
- Basic computer literacy to enhance service delivery.
- Effective communication with patients, supervisors and other health professionals
- Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery.
- Knowledge of labour relations and disciplinary procedures
- Basic understanding of HR and financial policies and practices, Planning, organizing, leading, controlling, delegation, supervisory, communication, motivation, decision-making, problem-solving disciplinary and co-ordination skills.

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### **KEY PERFORMANCE AREAS**

- Demonstrate effective communication with patients, supervisors and other clinicians, including report writing.
- Assist the Operational Manager with overall management and necessary support for effective functioning in the clinic.
- Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic.
- Promote preventive and promotive health for clients and the community in the clinic.
- Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic.
- Must be able to handle obstetric and emergencies and high risk conditions.
- Ability to plan and organize own work and that of support personnel to ensure proper nursing care in the clinic.
- To provide nursing care that leads to improve service delivery by upholding Bath Pele principles.
- Maintain clinical competencies by ensuring that scientific principles of nursing are implemented in the clinic.
- Supervision of patients and provision of basic patient needs e.g oxygen, nutrition, elimination, fluids and electrolyte balance, safe and therapeutic environment in the clinic using EDL guidelines.
- Ensure clinical intervention to clients including administering of prescribed medication and ongoing observation of patients in the clinic.
- Motivate staff regarding development in order to increase level of expertise and assist patients to develop a sense of self care.
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POST : CLINICAL NURSE PRACTITIONER

NUMBER OF POSTS : 01

COMPONENT : Nxamalala Clinic

REFERENCE NO. : NKAH 08/2023

CENTRE : Nkandla Hospital

SALARY : Grade 01 R431 265.00 pa  
Grade 02 R528 696.00 pa  
Plus 13<sup>th</sup> Cheque, Rural Allowance 8%, Medical Aid –  
Optional, Government Employee Housing Scheme –  
Employee must meet the prescribed requirements

**MINIMUM REQUIREMENT:**

- Senior certificate (Grade 12)
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**KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED**

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- Ability to work and maintain meaningful relationship within a diverse community.
- Knowledge of health and public service legislation, regulations and policies
- Appropriate understanding of nursing scope of practice and nursing standards as determined by primary Health Care
- Basic computer literacy to enhance service delivery.
- Effective communication with patients, supervisors and other health professionals
- Ability to work as part of multi-disciplinary team at all levels and work effectively to maintain high levels of service delivery.
- Knowledge of labour relations and disciplinary procedures
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- Work as part of a multidisciplinary team to ensure good Nursing Care in the clinic.
- Promote preventive and promotive health for clients and the community in the clinic.
- Ensure proper utilization of human, material and financial resources and maintain updated records of resources in the clinic.
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