



**DIRECTORATE:**

Private Bag X1031, RICHARDS BAY 3900

645 Ubhejane Road, Nseleni Township, Richards Bay 3900

Tel: 035 7951124 Fax:035 7951923 Email: sabelo.sibiya@kznhealth.gov.za

**NSELENI COMMUNITY HEALTH CENTRE**

**HUMAN RESOURCE OFFICE**

Reference : HRM 4/1/1  
Enquiries : A.S Sibiya

**TO: HEADS OF INSTITUTIONS  
ALL EMPLOYEES  
COMMUNITY MEMBERS**

**VACANCIES IN THE DEPARTMENT OF HEALTH**

**CIRCULAR MINUTE NO. NSEL 22/2021**

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:-**

- The following documents must be submitted:-
    - Application for Employment Form (Form Z.83), which is obtainable at any Government Department **OR** from the website - [www.kznhealth.gov.za](http://www.kznhealth.gov.za).
    - Curriculum Vitae, certified copies of identity document, highest educational qualifications and professional registration certificates - not copies of certified copies.
  - The Reference Number must be indicated in the column provided on the form Z.83.
  - Persons with disabilities should feel free to apply for the post.**
- NB:**
- Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will **NOT** be accepted.
  - The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).**
- 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 Residents/ Work Permit holders must submit documentary proof together with their applications.

**(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.)**

**CLOSING DATE FOR APPLICATIONS IS: 24 DECEMBER 2021**

*Original signed by*

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**Dr. SNT Vilakazi**  
**CHIEF EXECUTIVE OFFICER**  
**NSELENI COMMUNITY CENTRE**

**CIRCULAR MINUTE No. NSEL 22/2021**

<b>POST</b>	:	CLINICAL NURSE PRACTITIONER-GR1 OR 2
<b>NO. OF POSTS</b>	:	ONE (01)
<b>INSTITUTION</b>	:	NSELENI CHC
<b>CENTRE</b>	:	NTAMBANANA CLINIC
<b>COMPONENT</b>	:	NURSING
<b>REFERENCE</b>	:	NSEL 22/2021
<b>NOTCH</b>	:	R388 974.00 (GRADE 1) Per Annum R478 404.00 (GRADE 2) Per Annum
<b>OTHER BENEFITS</b>	:	13 <sup>th</sup> Cheque, Medical Aid – Optional, Home Owner's Allowance – to meet prescribed requirements plus 8% Rural Allowance.

**MINIMUM REQUIREMENTS: GRADE 1**

- Senior Certificate /Grade 12
- Diploma/B Degree in General Nursing and Midwifery or equivalent qualification that allows registration with the SANC as a Professional Nurse
- One (1) year Post-Basic qualification in Clinical Nursing Science, Health Assessment, Treatment and Care accredited with the SANC
- Proof of current registration with SANC 2021 as General Nurse, Midwife and Primary Health Care Nurse
- Proof of current SANC receipt (2021)
- A minimum of four (4) years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC
- Proof of work experience/certificate of service endorsed by your Human Resource Department

**MINIMUM REQUIREMENTS: GRADE 2**

- Senior certificate / Grade 12
- Diploma/B Degree in General Nursing and Midwifery plus post basic qualification in Clinical Nursing Science, Health Treatment and Care (PHC)
- Registration with SANC as a Professional Nurse with Midwifery and Primary Health Care Nurse
- Proof of current registration with SANC as General Nurse, Midwifery and Primary Health Care
- A minimum of 14 years appropriate/recognizable nursing experience after registration as General Nurse with the SANC.
- At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1 year post-basic qualification in Primary Health Care.
- Proof of work experience/certificate of service endorsed by your Human Resource Department
- Valid driver's licence

**RECOMMENDATION**

- Computer literacy

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

- Relevant Legal framework such as Nursing Acts, Mental Act, OH&S Act, Batho Pele and Patient's Rights Charter, Labour Relations Act, grievance procedures etc.
- Leadership, organizational, decision making and problem solving, conflicts handling and counseling skills
- Good insight of procedures and policies pertaining to nursing care.
- Sound understanding of legislations and related ethical nursing practices within a primary health care environment

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- Sound knowledge of procedures and policies pertaining to nursing care
- Good communication skills
- Good interpersonal relationship skills
- Coordination and planning skills
- Report writing skills
- Knowledge of TB control, HIV/IDS and ARV management

**KEY PERFORMANCE AREAS**

- Provide quality comprehensive Primary Health care through promotive, preventative, curative and rehabilitative services for the clients and community.
- Provide care that leads to improved health service delivery by upholding principles of Bathopele.
- Ensure implementation of norms and standards, quality and clinical audits.
- Supervision of patients reports and intervention, keeping a good valid record on all client intervention
- Execute duties and functions with proficiency and according to the scope of practice.
- Support the realization and maintenance of Ideal Clinic Programme in the facility.
- Ability to plan and organise own work and that of support officers to ensure proper nursing care at the clinic.
- Implement infection control standards and practices to improve quality of nursing care.
- Administrative services such as providing accurate statistics for evaluation and future planning,
- Always promoting scientific quality nursing care by functioning as a therapeutic team co-ordinating between hospital and community and preventing medico-legal hazards.
- Ensuring proper utilization of all the resources.
- Encourage research by assisting in regional and departmental projects always making sure that the community needs are taken into account.

**ENQUIRIES: Mrs EN Nyembe  
PHC MANAGER  
Nseleni CHC  
(035 - 7951027)**

**CLOSING DATE FOR APPLICATIONS IS: 24 December 2021**

**All applications should be forwarded to:      The Human Resource Office  
Nseleni Community Health Centre  
Private Bag X1031  
Richards Bay  
3900**

**OR Hand Delivered to (during office hours):      The Human Resource Office  
Nseleni Community Health Centre  
645 Ubhejane Road  
Nseleni Township**

**KINDLY NOTE THAT S&T CLAIMS WILL NOT BE PAID DUE TO FINANCIAL CONSTRAINTS**