TO: ALL HEADS OF DEPARTMENTS
VACANCIES IN THE DEPARTMENT OF HEALTH: KZN

CIRCULAR MINUTE NO. OTH CHC 07/2020

The content of this Circular Minute must be brought to the notice of all eligible officers on the establishment of all institutions. It must be ensured that all those 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 (Z.83), which is obtainable from any Government Department OR from the website – www.kznhealth.gov.za
   b) Curriculum Vitae, certified copies of identity document, highest educational qualification and professional registration certificates - not copies of certified certificates.

2. The reference number must be indicated in the column provided on the form Z.83 e.g. OTH CHC 01/2020.

3. Persons with disabilities should feel free to apply for the post/s

N.B. Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will NOT be accepted.

4. Appointments are subject to positive outcomes obtained from State Security Agency (SSA) to the following checks: security clearance (vetting), criminal clearance, credit records, citizenship, verification of educational qualification by SAQA, and verification from the Company Intellectual Property (CIPC).

5. Please note that due to financial constrains no S&T claims will be paid to candidates invited for the interview.

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: 24/04/2020

CEO
OTHOBOTHINI CHC

Fighting Disease, Fighting Poverty, Giving Hope
JOB TITLE: CLINICAL NURSE PRACTITIONER GR1 PHC  
INSTITUTION: OTHOBOTHINI COMMUNITY HEALTH CENTRE  
REFERENCE NO.: OTH CHC 07/2020  
NUMBER OF POSTS: 01  
REMNURERATION: GRADE 1: R383 226.00 P.A.  
: 13TH CHEQUE  
: 12% RURAL ALLOWANCE  
: MEDICAL AID (OPTIONAL)  
: Home owners Allowance (Employee must meet prescribed 
Requirements)

MINIMUM REQUIREMENTS

- Matric / Grade12.
- Diploma/ Degree in nursing or equivalent qualification that allows registration with SANC as 
a Professional Nurse.
- Proof of current registration with SANC (2019).
- Registration with SANC in General Nursing, Midwifery and Primary Health Care.
- A post basic nursing qualification (of at least 1 year) in Clinical Nursing Science, health 
Assessment, Treatment and care accredited with SANC.
- A minimum of 4 years appropriate/ recognizable experience in nursing after registration as 
a Professional Nurse with SANC in General Nursing.

Kindly attach certificate of Service/ Proof of work experience endorsed by HR.

KNOWLEDGE, SKILLS, ATTRIBUTES AND ABILITIES

- Knowledge of nursing care processes and procedures, nursing statutes and other relevant 
legal framework such as Batho Pele Principles, Patients' rights, Nursing Act etc.
- Conflict handling and counselling skills.
- Good report writing skills.
- Good communication skills both verbal and written
- Good interpersonal skills.
- Project, financial and time management skills.
- Understanding of challenges facing Public Health Sector
- Ability to plan and prioritise issues and other work related matters and comply with time 
frames.

KEY PERFORMANCE AREAS

- Ensure the efficient and effective control of surgical sundries, pharmaceuticals, equipment 
and miscellaneous stores.
- Screening, diagnosing and treatment of patients.
- Maintain accurate and complete patients records according to legal requirements
- Assist in compiling and updating of procedural guidelines
- Identify problems, areas needing improvement and communicate them to Operational 
Manager.
- Co-ordination of services within the institution and other services related to community 
health (NGO's, CBO's, CHW
- Ensure supervision, provision and basic patient's needs
- Evaluate and follow up patients during clinic visits
- Promote preventive health for clients
- Initiate treatment, implementation of programs and evaluation of patients clinical conditions
- Attend and participate during doctor's visits
- Provide education to patients, staff and public
- Assess in service training needs, planning and implementation of training.

Fighting Disease, Fighting Poverty, Giving Hope
ENQUIRIES: NMTETHWA

CLOSING DATE: 24/04/2020

NB: Due to budgetary constraints, shortlisted candidates will not be entitled to S&T payment for attending interviews.

Applications to be forwarded to: The Human Resource Manager
Othobothini Community Health Centre
P/ Bag x 12
JOZINI
3969
Attention: Mr. B.K Mpupa: Acting Human Resource Manager or
Hand-deliver to: Othobothini CHC HR Department