



PRINCE MSHIYENI MEMORIAL HOSPITAL

Physical Address: Mangosuthu Highway, Umlazi

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www.kznhealth.gov.za

Enquiries: Mr. M.F Mlambo

Telephone: 031 907 8117

Date: 07 March 2024

TO: HEADS OF INSTITUTIONS

**VACANCIES IN THE DEPARTMENT OF HEALTH: PRINCE MSHIYENI MEMORIAL HOSPITAL CLOSING DATE:
05 APRIL 2024**

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 posts are made aware of this circular minute even if they are absent from their normal places of work.

DIRECTIONS TO CANDIDATES:

- 1) The applicant must submit a fully completed Z83 form and a detailed Curriculum Vitae (CV) ONLY. **Only shortlisted candidates will be required to submit proof of all documents and Certificate of Service endorsed by Human Resources**
- 2) The official **Z83 form** 'Application for employment' (the new amended version of the Z83 form effectively from 01/01/2021 must be used only; the old Z83 form will be rejected, if used). The amended Z83 application for employment form is obtainable at any Government Department OR downloaded from the website – www.kznhealth.gov.za or www.dpsa.gov.za/vacancies.
- 3) The 'Reference Number' and 'Position' for which are applying (as stated in the advert) must be clearly indicated in the columns provided on the form Z 83 e.g. Reference number PMMH 02/2024.
- 4) **For those with internet access, the online e-Recruitment system is accessible through a computer or mobile device i.e., Phone or Tablet. The system has the following functionality: -**
 - a) All adverts are available for viewing by the public through the address www.kznonline.gov.za/kznjobs
 - b) Applicants will be required to register on the system by providing a username and password. Applicants require a mobile phone number and a valid email address to register and will be guided through the registration process by the system.
 - c) Applicants must update their profile on the system, which is in line with the approved Z83 application form.
 - d) Applicants will be able to upload a copy of their Curriculum Vitae (CV), and the system makes provision for the uploading of other documents such as Identity Documents, Driver's Licence, Qualifications, etc.
- 5) The appointment is subject to positive outcome obtained from the NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience verifications).
- 6) The successful candidate would be required to sign a performance agreement within three months of appointment.
- 7) Please note that due to the high number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, consider your application as unsuccessful, please.
- 8) **Persons with disabilities from all designated race groups are encouraged to apply for the post.**
- 9) Please note that no S&T payments will be considered for payment to candidates who are invited for interviews.
- 10) It is the shortlisted candidate's responsibility to have a foreign qualification, which is a requirement of the post, evaluated by the South Africans Qualifications authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered
- 11) The Department reserves the right not to fill the post/s.

Failure to comply with the above instructions will disqualify applicants.

(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.)

Original signed and by the CEO (copy available on request)

MR GBCTE KHAWULA

CHIEF EXECUTIVE OFFICER

RE-ADVERTISEMENT: APPLICANTS WHO PREVIOUSLY APPLY MAY RE-APPLY

POST : OPERATIONAL MANAGER NURSING (SPECIALITY)

INSTITUTION	REFERENCE NO	COMPONENT	NO OF POSTS
PRINCE MSHIYENI MEMORIAL HOSPITAL	PMMH 02/2024	THEATRE	1

SALARY SCALE: R 627 474.00 – R703 752.00 p.a.

OTHER BENEFITS: Home Owner Allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional) and in- hospital Area Allowance (8% of basic salary)

MINIMUM APPOINTMENT AND EXPERIENCE REQUIREMENTS: PROFESSIONAL NURSE GRADE.1

- Basic R425 qualification (i.e. Degree/Diploma) in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a “Professional Nurse” with Midwifery.
- A post basic nursing qualification in ‘*Operating Theatre Nursing Science*’ with duration of at least 1 year accredited with SANC.
- Certificates of registration with SANC as a Professional Nurse and other relevant post basic qualification.
- Current registration with SANC (2024).
- **Experience:** A minimum of nine (9) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing.
At least five (5) years of the period referred to above must be appropriate/ recognizable experience after obtaining the one 1 year post basic qualification in Operating Theatre Nursing Science

RECOMMENDATION

- Computer literacy.

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED:

- Knowledge of nursing statutes and other relevant legislative frameworks
- Knowledge of Health Care Service delivery
- Knowledge of disciplinary processes
- Knowledge of basic / standard management principle of approach
- The ability to function well with a team
- Sound communication, interpersonal, counseling and time management skills
- Understanding of Human Resource needs and developments as well as Financial policies and practices
- Decision making and problem solving skills
- Interpersonal skills in dealing with conflict management
- Knowledge and implementation of Batho Pele principles
- Supervisory and analytical thinking skills
- Ability to plan, organize own work, time and that of support personnel to ensure proper nursing care
- Ability to formulate departmental service standards

KEY PERFORMANCE AREAS

- Manage and co-ordinate the implementation of holistic, comprehensive, specialized nursing care in Theatre, in conjunction with team members within professional and legal framework.
- Provide efficient and effective management and leadership in the unit.
- Ensure effective, efficient management of resources including staff, budgetary planning and procurement Process.
- Supervise and monitor clinical competencies of staff ensuring that principles of nursing care are implemented.
- Ensure that disciplinary measures are implemented in accordance with Labour Relations Act.
- Ensure implementation of OHSC requirement.
- Promote a harmonious conducive working environment to enhance quality patient care.
- Facilitate and participate in development training and mentorship of staff and students.
- Develop, monitor and evaluate staff performance through EPMDs.
- Establish and maintain constructive working relationship with Nursing and other stakeholders.
- Formulate ward policies, guidelines, SOP's and protocols.
- Develop and implement strategies for Infection Prevention and Control in the unit.
- Conduct clinical audits and verify statistics.
- Strengthen ethics and professionalism in the unit.
- Monitor and control the quality of patient care.

NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

CLOSING DATE: 05 April 2024
ENQUIRIES: MRS R.M ABBOO

031 907 8518

PRINCE MSHIYENI MEMORIAL HOSPITAL VACANCIES: CLOSING DATE 05 APRIL 2024

POST : PROFESSIONAL NURSE GRADE 1/ 2 (SPECIALTY STREAM)

INSTITUTION	REFERENCE NO	COMPONENT	NO OF POSTS
PRINCE MSHIYENI MEMORIAL HOSPITAL	PMMH 03/2024	THEATRE	8

SALARY SCALE: PROFESSIONAL NURSE GR.1 R 431 265.00 – R497 193.00 p.a.
PROFESSIONAL NURSE GR.2 R 528 696.00 – R645 720.00 p.a.

OTHER BENEFITS: Home Owner Allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional) and in- hospital Area Allowance (8% of basic salary)

MINIMUM APPOINTMENT AND EXPERIENCE REQUIREMENTS: PROFESSIONAL NURSE GRADE.1

- Basic R425 qualification(i.e. Degree/Diploma)in nursing or equivalent qualification that allows registration with the South African Nursing Council(SANC) as a “Professional Nurse” with Midwifery
- A post basic qualification in ‘**Operating Theatre Nursing Science**’, with duration of at least 1 year, accredited with the SANC
- Certificates of Registration with the SANC (General Nursing and Midwifery)
- Current registration with the SANC (2024)

Experience Grade 1: a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.

Experience Grade 2: a minimum of 14 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.

At least 10 years of the period referred to above must be appropriate/ recognizable experience in the specific specialty (i.e. **Operating Theatre Nursing Science**’) after obtaining the 1- year post-basic qualification in the relevant specialty.

RECOMMENDATION

- Computer literacy

KNOWLEDGE, SKILLS TRAINING AND COMPETENCIES REQUIRED:

- Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices.
- Possess communication skills for dealing with patients, supervisors and other members of the multidisciplinary team including the writing of reports when required.
- Good human relations displaying a concern for patients, promoting and Advocating proper treatment and care including a willingness and awareness to respond to patient’s needs, requirements and expectations (Batho Pele)
- Demonstrate a basic understanding of HR and Financial policies and practices.
- Demonstrate basic computer literacy as a support tool to enhance service delivery.
- Ability to plan and organise own work, time and that of support personnel to Ensure proper nursing care in the unit.

KEY PERFORMANCE AREAS

- Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework.
- Effective utilization of resources.
- Participation in training and research.
- Provision of support to nursing services.
- Maintain professional growth/ethical standards and self-development.
- Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and Work as part of a multi-disciplinary team to ensure good nursing care that is cost Effective, equitable and efficient.

NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

CLOSING DATE: 05 April 2024

ENQUIRIES: MRS R.M ABBOO

031 907 8518

Applications to be forwarded to:

The Human Resource Manager
Prince Mshiyeni Memorial Hospital
Private Bag X07
MOBENI
4060

OR Hand deliver to A-Block 1st Floor white applications box.

ATTENTION: MR. M.F Mlambo