TO HEADS OF ALL DEPARTMENTS

VACANCIES: PORT SHEPSTONE REGIONAL HOSPITAL

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

DIRECTION TO CANDIDATES:–

1. The following documents must be submitted:–
   (a) Application for Employment form (Z83), which is obtainable at any government department or from the website –
   www.kznhealth.gov.za
   (b) Certified copies of identity document, highest educational qualification and professional registration documents – not copies of certified copies
   (c) Curriculum Vitae

2. The reference number must be indicated in the column provided on the form (Z83) e.g. reference number PSH 4 / 2004 (NB: ONLY IF PROVIDED)

NB. Failure to comply with the above instruction will disqualify applicants.

3. People with disabilities should feel free to apply for the posts.

4. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC).

5. Please note that due to the large number of applications received, applications will not be acknowledged. However should you not receive any response after four weeks from the closing date of this advert, consider your application as being unsuccessful.

Port Shepstone Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution.

Closing date for applications – 10th July 2020

Original signed by Chief Executive Officer
Chief Executive Officer
Port Shepstone Regional Hospital

RE-ADVERTISEMENT
POST : PROFESSIONAL NURSE: SPECIALITY NURSING STREAM
CENTRE : PORT SHEPSTONE REGIONAL HOSPITAL (NEONATAL)
NO OF POST : 01
REFERENCE NO. : PSH 21/2020
REMUNARATION: Grade 1 – R 383 226 p.a.
A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing post basic qualification in Critical Care Nursing.
Grade 2 – R 471 333 p.a.
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 1 year post basic qualification in Critical Care Nursing.

OTHER BENEFITS: 12% Rural Allowance, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements

MINIMUM EDUCATION REQUIREMENTS FOR THE POST
- Matric / Senior certificate
- Diploma/Degree in General Nursing
- Post basic registration CRITICAL CARE NURSING or ADVANCED MIDWIFERY AND NEONATAL CARE
- Current registration with SANC as General Nurse and midwife
- SANC receipt for 2020
- Attach proof of working experience endorsed by Human Resource Department/ Employer
- N.B.: (Proof of experience and / or certificates of service are compulsory and must have complete dates and months, and must be attached to determine experience and grading).

KNOWLEDGE, SKILLS AND EXPERIENCE
- Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework
- Good communication skills – verbal and written
- Co-ordinatation and liaison skills
- Problem solving skills

RESPONSIBILITIES / KRA’S
- Assist in planning / organizing and monitoring of objectives of the specialized unit
- Provide a safe, therapeutic environment for staff, patient and public
- Provide direct and indirect supervision of all Nursing Staff / Housekeeping staff and to give them guidance and ensure continuity of patient care on all level
- Demonstrate effective communication patient and families with the multi – disciplinary team, other department within the hospital
- Assist with allocation /change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP
- Assist in orientation, induction and monitoring of all nursing staff
- To complete patient related data and partake in research
- Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant speciality
- To assist with relief duties of supervision and act as junior shift- leader on both day and night shift
- To partake in overall specialized unit functions, i.e. team building. Effective and efficient management of all resources. Liaise with professional nurse in charge in surgical high care / renal unit
- Allocation of staff within the directorate on rotational basis
- To nurse a critically ill patients who is ventilated.
- To nurse all types of patients regardless of diagnoses according to disease profile within the directorate.
- To nurse a neonate -ventilated / high care patient in ICU for close monitoring
- Maintain professional growth / ethical standard and self – development

INSTRUCTIONS TO APPLICANTS
Application form (Z83) and C.V. with certified copies of ID, educational qualifications, to be submitted for the attention of: Mr. ZM ZULU, Human Resource Manager, Port Shepstone Regional Hospital, P/Bag X 5706, PORT SHEPSTONE, 4240
Closing Date: 10th July 2020 at 16h00
Enquiries: Mrs. TG Mkhize - 039 – 688 6117

“This Department is an equal opportunity, affirmative action employer, whose aim is to promote representation in all levels of all occupational classes of the Department” N.B. IF YOU HAVE NOT BEEN CONTACTED WITHIN FOUR (4) WEEKS HEREOF, PLEASE CONSIDER YOUR APPLICATION AS NOT BEING ACCEPTED.

Application form (Z83) and C.V. with certified copies of ID, educational qualifications. No copies of certified copies will be accepted and must not be more than 6 months certified Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verification