



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Private Bag X5706, PORT SHEPSTONE 4240

PORT SHEPSTONE REGIONAL HOSPITAL

Bazley Street, PORT SHEPSTONE 4240

Tel: 039 688 6000 Fax: 039 688 6274

VACANCIES IN THE DEPARTMENT OF HEALTH

CIRCULAR MINUTE NUMBER PSRH⁰⁶.../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 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) The most recent Z83 Application form for employment, which is obtainable at any Government Department or from the website – www.kznhealth.gov.za. The Z83 must be completed in full.

(b) Detailed Curriculum Vitae (CV) – information such as Educational Qualification, date/s of registration with relevant Councils, relevant work experience and periods in service should be clearly indicated on the CV.

(c) Applications are not required to submit copies of qualification and other relevant documents with the application. NB HR department will inform only shortlisted candidates to submit certified documents on or before the day of the interview.

(d) Applications must be submitted on or before the closing date, late/incomplete applications will be eliminated.

2. The reference number must be indicated in the column provided in the Z83 e.g. PSRH 01/2023.

3. 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, and citizenship), verification of educational Qualifications by SAQA, verification of previous experience from Employers and verification from Company Intellectual Property Commission (CIPC)

4. Further, respective successful candidate will be required to enter into a permanent employment contract with the Department of Health and a Performance Agreement with his/her immediate supervisor.

5. Applicants are respectfully informed that, if no notification of appointment is received within Three (3) months after the closing date, they must accept that their applications were unsuccessful.

6. The Department reserves the right to or not to make appointment(s) to the advertised post(s).

7. 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.

8. Port Shepstone Regional Hospital is an equal opportunity, affirmative action employer, whose aim is to promote representativity in all occupational categories in the institution. People with disabilities should feel free to apply for the advertised post.

9. All shortlisted candidates will be required to submit proof of current and previous work experience (certificate of Service) endorsed and stamped by the Human Resource department prior to the date of the interview.

(N.B) KINDLY BE INFORMED THAT DUE TO THE SEVERE BUDGET CONSTRAINTS, THE DEPARTMENT IS EXPERIENCING, S&T CLAIMS & RESETTLEMENT (INCLUDING REMOVAL OF BELONGINGS) WILL NOT BE PAID TO ANY CANDIDATE THAT IS ATTENDING THE INTERVIEW PROCESS AND THOSE FOUND SUITABLE FOR APPOINTMENT.

Closing date: 02nd of FEBRUARY 2024


DEPUTY DIRECTOR: HRM

DATE: 14/12/2023


ACTING CHIEF EXECUTIVE OFFICER

2023-12-19
DATE:

G B C KHAWULA

POST	PRINCIPAL CLINICAL PSYCHOLOGIST
CENTRE	PORT SHEPSTONE HOSPITAL
NO OF POSTS	1
REFERENCE NO.	PSH 6/2024
SALARY REMUNERATION	R 1 127 631 – 00
	OTHER BENEFITS: 17% Rural Allowance
	Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
MINIMUM REQUIREMENTS FOR THE POST	<p>Matric, Appropriate qualification that allows registration with the HPCSA as a Clinical / Psychology. Current registration with HPCSA as a Clinical Psychology 2023/2024. A minimum of 3 years' experience as Clinical Psychologist after registration with HPCSA as Psychologist. Certificate of service endorsed by HR</p>
KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED	<p>Sound knowledge in psycho-diagnostics, psychosocial assessments and psychotherapy. Sound knowledge of medico-legal assessment and tests and report writing of forensic reports. Sound knowledge of principles, policies, protocols and acts applicable to the profession. Knowledge of public service legislation, policies and procedures. Ability to function as part of multidisciplinary team member. Excellent verbal and written communication skills. Good interpersonal, decision making and problem solving skills. Good time management, planning, organizing and administrative skills. Self-motivation, resilience and dedication to service delivery. Ability to work under pressure. Computer efficiency.</p>
KEY PERFORMANCE AREAS	<p>Assist in the development of a District Mental Health Strategic and Operational Plan. Formulate and ensure implementation of departmental policies and procedures. Compile operational plan and submit quarterly reports. Monitoring, evaluation and implementation of the psychological interventions contained in the action plan. Compile regular reports on status of psychological services in the hospital. Ensure efficient utilization of budget allocated to the department. Staff performance appraisal. Conduct in service training of staff. Conduct needs analysis and lead the development and implementation of departmental projects. Manage psycho-legal cases referred to the department. Provide support to employee assistance programme. Provide peer supervision to junior staff. Liaise with Universities regarding implementation of training responsibilities of the hospital.</p> <p>Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – MUST NOT BE SUBMITTED WHEN APPLYING FOR EMPLOYMENT.</p>
NB:	<p>APPLICANTS ARE ENCOURAGE TO UTILISE COURIER SERVICES</p> <p>(ONLY SHORT LISTED CANDIDATES WILL BE REQUESTED TO SUBMIT PROOF OF QUALIFICATIONS AND OTHER RELATED DOCUMENTS)</p>
<u>ENQUIRIES</u>	Dr PB DLAMINI (039)688 6147/Dr M PANAJATOVIC 039688 6044
<u>APPLICATIONS</u>	Applications should be posted to: The Human Resource Manager, Port Shepstone Regional Hospital, Private Bag X5706, Port Shepstone 4240.
<u>FOR ATTENTION</u>	Mr. ZM Zulu
<u>CLOSING DATE</u>	02ND FEBRUARY 2024
<u>NOTE</u>	<p>NB: 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).Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. 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 verifications</p>