



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE: Human Resources

Queen Nandi Regional Hospital

Private Bag X2005, EMPANGENI, 3880
29 Union Street, Empangeni, 3880
Tel 035 9077000 Ext 7023/22/21/20 Fax: 035 772 1365
E-Mail Address: busisiwe.ntsele@kznhealth.gov.za

Reference No: HRM 7/1/2
HR Enquiries: Mrs BW Ntsele
Contact Tel No: (035) 9077023/22/21/20

VACANCIES IN THE DEPARTMENT OF HEALTH: QUEEN NANDI REGIONAL HOSPITAL

CIRCULAR MINUTE NO QNRH 01 (Year 2024)

The contents of this Circular Minute must be brought to the notice of all eligible employees on the establishment of all institution. 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 away from their normal places of work.

DIRECTIONS TO CANDIDATES:

1. The following documents must be submitted:
 - The most recent Z83 application form for employment which is obtainable at any Government Department or the website : www.kznhealth.gov.za, The Z83 form must be completed in full, failure to do so may result in disqualification.
 - **Detailed** Curriculum Vitae (CV). Information such as Educational qualifications, date(s) of registration with council, relevant work experience and periods in service should be clearly indicated on the CV.
 - Applicants are not required to submit Copies of qualifications and other relevant documents on application. Such documents will be requested from shortlisted candidates only.
 - The reference number must be indicated in the column provided on the form Z83 as per job advertisement e.g. EMP 27/2011.
2. People with disabilities should feel free to apply.
3. Please note that due to a large number of applications envisaged to be received, applications will not be acknowledged. Only shortlisted candidates will be communicated.
4. Employment Equity Target : African Male
5. Fingerprints will be taken on the day of the interview
6. The social media accounts of shortlisted applicants may be assessed.
7. It is the applicant's responsibility to have a foreign qualification, which is the requirement of the post, evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation on application. Failure to comply will result in the application not being considered).
8. The department is an equal opportunity, affirmative active employer, whose aim is to promote representability in all occupational categories in the Institution.

The appointment is subject to positive outcome obtained from the NIA to the following checks: pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening.



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Due severe budgetary constraints that the hospital is currently facing, candidates are respectfully advised that the following cost cutting measures will apply:

- *Subsistence & Travelling (S&T) allowance claims will not be processed.*
- *Resettlement and or relocation claims will not be paid*
- *The Hospital has a limited accommodation; therefore incumbents appointed for the post should arrange their own private accommodation prior the assumption of duty.*
- *Interim accommodation in a form of Bed and Breakfast or Hotel Accommodation will not be provided*

NB: Management reserves the right to allocate employees outside the appointed domain as determined by service delivery demands.

All applications must be forwarded to:

THE HOSPITAL CEO

QUEEN NANDI REGIONAL HOSPITAL
PRIVATE BAG X20005, EMPANGENI,
3880

Attention: Human Resource Office

OR

**Hand Delivered Applications (HR office
hours: 07h00 to 16h00 – Monday to
Friday)**

QUEEN NANDI REGIONAL HOSPITAL
29 Union Street
EMPANGENI
3880

Original Copy signed

HOSPITAL CEO



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ADVERTISEMENT

POST : MEDICAL SPECIALIST GRADE 1/2/3 (SESSIONAL APPOINTMENT)
NO. OF SESSIONS : 16- 20 SESSIONS PER WEEK
DISCIPLINE : OBSTETRIC & GYNAECOLOGY
CENTRE : QUEEN NANDI REGIONAL HOSPITAL
REFERENCE NO. : EMP01/2024

REMUNERATION

MEDICAL SPECIALIST (16hrs per week)	RATE PER EACH SESSION	NOTCH
Grade 1	R 585.00	R 486 720.00
Grade 2	R 667.00	R 554 944.00
Grade 3	R 772.00	R 642 304.00

MEDICAL SPECIALIST (20 hours per week)	RATE PER SESSION	NOTCH
Grade 1	R 585.00	R 608 400.00
Grade 2	R 667.00	R 693 680.00
Grade 3	R 772.00	R 802 880.00

- Selling of calls not allowed
- Swopping of calls are subject to prior permission from the Medical Manager
- 20 sessions per week includes **4 sessions per week during normal working hours.**
- 16 sessions per week includes **2 sessions per week during normal working hours.**

MINIMUM REQUIREMENTS

Grade 1

- An appropriate qualification that allows registration with HPCSA as a Medical Specialist in Obstetrics & Gynaecology
- Current registration certificate with the HPCSA as a Medical Specialist in Obstetrics & Gynaecology
- Current HPCSA Registration
- No experience required for Grade 1
- **Medical Specialist not employed by Public Service on full-time basis.**
- Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications.

Grade 2

- An appropriate qualification that allows registration with HPCSA as a Medical Specialist
- Registration with the HPCSA as a Medical Specialist in Obstetrics & Gynaecology
- Current HPCSA Registration



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- Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Obstetrics & Gynaecology
- **Proof of experience should be attached to the application. (Certificates of service or official letters of service from previous/current employers, signed and stamped by HR)**
- **Medical Specialist not employed by Public Service on full-time basis.**
- Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications.

Grade 3

- An appropriate qualification that allows registration with HPCSA as a Medical Specialist in O&G
- Current registration with the HPCSA as a Medical Specialist in Obstetrics & Gynaecology
- Current HPCSA Registration card
- Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Obstetrics & Gynaecology
- **Proof of experience should be attached to the application. (Certificates of service or official letters of service from previous/current employers, signed and stamped by HR)**
- **Medical Specialist not employed by Public Service on full-time basis.**
- Applicants in possession of a foreign qualification must attach the evaluation certificate from the South African Qualifications Authority (SAQA) to their applications.

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES

- Clinical knowledge, competency, and skills in Obstetrics & Gynaecology department.
- Sound knowledge of medical ethics.
- Clinical teaching and supervisory skills
- Good communication skills, leadership, and decision-making qualities.
- Ability to diagnose and manage common medical problems.
- Knowledge of current Health and Public Service Legislation, regulations and Policies.
- Concern for excellence.

KEY PERFORMANCE AREAS

- Provide Obstetrics & Gynaecology services in designated areas of responsibility within accepted guidelines and protocols.
- Maintain clinical, professional, and ethical standards related to Obstetrics & Gynaecology services rendered.
- Conduct specialist ward rounds and administer expert interventions that will expedite the management of patient care.
- Compulsory attendance during MO changeover ward rounds, including AICU.
- Provide support for the HOD in O&G in the management of the Department, including human and financial resources.
- Perform, interpret, and report Obstetrics & Gynaecology procedures and studies.
- Active participation in continuing medical education programs.
- Participate in the Quality Improvement Program in the Department.
- Participate in Clinical Audit activities within the Department.
- Actively participate in the academic under- and post-graduate teaching in O&G training programs (including clinical teaching and student exams in conjunction with UKZN).
- Support relevant clinical research, clinical trials and CPD activities.
- Be available within 30 minutes when called out for emergencies.
- Provision of expert O&G consultative service for Region 4

Enquiries can be directed to: Dr L Govender 035 907 7139

Closing Date: 19.01.2024